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NORTH GEORGIA COLLEGE

**BULLETIN
CATALOG ISSUE
1966-1967**

Where to Address Correspondence

- To the Office of the President on matters of general policy.
- To the Office of the Dean concerning scholastic progress, the various educational programs, change of course, etc.
- To the Commandant on all matters pertaining to leaves of absence, general welfare of cadets, and Corps regulations.
- To the Dean of Women on all activities pertaining to young ladies.
- To the Professor of Military Science on questions regarding military programs and R.O.T.C. matters.
- To the Director of Admissions about admission to the College, requests for catalogs, application blanks, and other information.
- To the Comptroller on matters related to the business interests of the College, payment of bills, etc.
- To the Director of Student Aid on matters pertaining to loans, scholarships, on-campus work, etc.

How to Contact a Cadet or Co-Ed by Telephone

A Cadet may normally be reached at his residence by telephone (see below for telephone numbers of residence halls). A Cadet may always be reached through the Commandant's Office, which has someone on duty twenty-four hours a day during the regular term and until 5:00 p.m. during the summer terms.

Young ladies may be contacted through the Dean of Women at 864-9905.

Commandant's Office — 864-3635

<i>Residence</i>	<i>Telephone</i>
Barnes Hall	864-9903
Barracks	864-9908
Gaillard Hall	864-9981 or 864-9973
Sanford Hall	864-9904
Old Band House	864-9911

NORTH GEORGIA COLLEGE



NINETY-SECOND ISSUE

SERIES 33

JULY, 1966

NO. 3

The North Georgia College Bulletin is published quarterly
by North Georgia College

Entered as Second Class Matter June 26, 1934, at the Post
Office at Dahlonega, Georgia, Under Act of August 24, 1912

UNIVERSITY SYSTEM OF GEORGIA

All state-supported institutions of higher learning in Georgia were combined into the greater University System of Georgia by legislative enactment at the regular session of the General Assembly in 1931. Under the articles of the Act all existent boards of trustees were abolished and control of the System was vested in a board of regents with all the powers and rights of the former governing boards of the several institutions. Control of the System by the Board of Regents became effective January 1, 1932.

On January 18, 1950, the Board of Regents reaffirmed the position of North Georgia College as a senior unit of the University System by passing a resolution which reads in part as follows: "The North Georgia College at Dahlonega shall be continued as a college of arts and sciences at the bachelor's level and as the one institution in the Georgia System distinguished by its essentially military organization for men."

CALENDAR 1966-67

1 9 6 6

September 18	Dormitories open to new students for lunch. All new students are expected to report during the day and to meet in Memorial Hall at 8:00 p.m. New students should not come to the campus before Sunday.
September 19-22	Freshman Orientation
September 20	Sophomores and Upperclassmen report
September 22	Registration of all students
September 23	Class work begins
October 12	Honor Students Recognized
November 23-27	Thanksgiving Recess
December 12-15	Fall Quarter Examinations
December 15	Christmas Vacation begins

1 9 6 7

January 2	Registration for Winter Quarter
January 3	Class work begins
January 16-20	Spiritual Emphasis Week
February 15	Constitution Examinations
March 15-18	Winter Quarter Examinations
March 18-22	Spring Recess
March 22	Registration for Spring Quarter
March 23	Class work begins
May 3	Honors Day
May 14	Parents Day
June 4	Commencement
June 5-8	Spring Quarter Examinations
June 11	Summer Quarter begins
August 23	Summer Quarter ends

CALENDAR 1967-68

1 9 6 7

September 24	Dormitories open to new students
September 25-28	Freshman Orientation
September 26	Sophomores and Upperclassmen report
September 28	Registration of all students
September 29	Class work begins
October 18	Honor Students recognized
November 29-December 3	Thanksgiving Recess
December 13-16	Fall Quarter Examinations
December 16	Christmas Vacation begins

1 9 6 8

January 2	Registration for Winter Quarter
January 3	Class work begins
January 15-18	Spiritual Emphasis Week
February 14	Constitution Examinations
March 13-16	Winter Quarter Examinations
March 16-20	Spring Recess
March 21	Registration for Spring Quarter
March 22	Class work begins
May 8	Honors Day
May 19	Parents Day
June 2	Commencement
June 3-5	Spring Quarter Examinations
June 9	Summer Quarter begins
August 21	Summer Quarter ends

GENERAL INFORMATION

Location

North Georgia College is located at Dahlonega (Cherokee Indian word for "yellow earth") in the center of Georgia's gold area. It is twenty miles from Gainesville, which is on the main line of the Southern Railroad; it is seventy-five miles from Atlanta—about an hour and a half—reached by US 19 through Roswell and Cumming, or US 23 through Gainesville. Its elevation of 1,500 feet at the very foot of the Blue Ridge Mountains provides an unusually good environment for both physical and academic activities.

Historical Background

North Georgia College, founded in 1873, owes its origin to the Act of Congress of July 2, 1862, entitled "An Act donating public lands to the several states and territories which may provide colleges for the benefit of agriculture and mechanic arts." The act contemplated the "endowment, support and maintenance of at least one college in each state where the leading object will be, without excluding other scientific and classical studies, and including military tactics, to teach such branches of learning as are related to agriculture and mechanic arts in such manner as the legislatures of the states may respectively prescribe, in order to promote the liberal and practical education of the industrial classes."

Although North Georgia College no longer offers agricultural courses, it has otherwise remained true to the general vision of its founders. A small annual income from the sale of public lands is still received by the college.

General Purpose

The principal purpose of North Georgia College is to provide an appropriate liberal arts and scientific educational program for all its students, while developing in its young men, through a sound military program, the competencies needed for successful military careers. It further recognizes that the vocational and professional needs of its students are best served on the senior-college level through specialized programs of study built upon or around a well-developed general education program.

Specific Purposes

1. To develop intelligent citizens of sound judgment with an understanding and appreciation of state and national goals and the qualifications for leadership.

2. To stimulate the intellectual curiosity of students and encourage their scholarly development.

3. To develop in students an appreciation of the good life and to encourage the development of their moral, social, and aesthetic characteristics.

4. To provide for students a program of physical education adequate for the development of sound bodies and the spirit of sportsmanship.

5. To provide for students with no specifically expressed vocational or professional goals a comprehensive educational program for cultural development in a liberal arts orientation.

6. To provide undergraduate training in various fields to encourage and enable students of appropriate potential to succeed in graduate study.

7. To provide sound semi-professional programs for developing men and women with the capacity to satisfy their material needs through gainful employment and professional training in selected areas for capable students interested in these areas of specialization.

8. To provide for men a well-balanced academic and military program designed to develop the qualities and attributes essential to progressive and continued development in civilian roles, and as officers in all branches of the United States Army.

The College Year

In order to make its facilities available as much of the year as possible, North Georgia College operates on the four-quarter system, the summer quarter differing from the others only in the nature of the work offered, taking into account the needs of teachers in service and others who need specialized work. Summer school information is available in April. Freshmen may enter any quarter. Almost all required freshman and sophomore subjects are offered every quarter.

Co-Education

From its founding North Georgia College has been co-educational. Its women are not, of course, involved in any way in the military program, but an expanded curriculum provides for their needs in a special way, so that their time is almost as fully employed as that of the men.

The University System

North Georgia College, as a senior member of the University System of Georgia, offers a varied program of studies leading to the A.B. and B.S. degrees. It is a fully accredited member of the Association of American Colleges, the Association of Military Colleges and Schools, the Southern Association of Colleges, and the Association of Georgia Colleges. Its work in the field of education is recognized and accredited by the Georgia State Department of Education. The quality of the training offered in all departments has long enjoyed national recognition. A significant number of its graduates attend academic graduate and professional schools; just as significantly, perhaps, is the fact that all its military graduates, as they move into active service, go to military graduate schools, where they maintain a constantly enviable record.

Military Training

From the beginning North Georgia College has been a military college. It enjoys the distinction of being one of the few senior institutions in America which hold the Military College rating by the Department of the Army. This status enables a substantial percentage of graduates each year, who earn the title of Distinguished Military Graduate, to be offered commissions in the Regular Army on an equal basis with graduates of the United States Military Academy and other Military Colleges which offer the Senior Division R.O.T.C. Program.

Although the reputation of North Georgia College as a military college is impressive, its reputation as a very thorough academic institution is even more jealously regarded by the administration and students alike. The American ideal of making it possible for every person to develop himself to the best of his abilities calls for an active life of civilian service, but has him prepared to rise to the defense of his ideal with professional training.

Military Policy

All male students who pass the required college physical examinations must take the Military Science courses prescribed by the Department of the Army for the Senior Division R.O.T.C. Program. Recognition is given for successful completion of Junior R.O.T.C. work and summer camp attendance for R.O.T.C. credits.

After completion of the first two years of the R.O.T.C. Program (Basic Course) qualified students are offered a contract with the Department of the Army while taking the next two years (Advanced Course). Contract students work toward an Army Commission upon graduation and contract status entitles them to a monthly subsistence allowance and an annual uniform allowance. Those students not qualified for a contract must take the advanced course for college credit but will not receive an allowance or a commission.

North Georgia is a military college and all male students are members of the Corps of Cadets. They are required (within the limits of physical ability—those few who are disabled being excused by the college physician) to participate in the drills, ceremonies, formations, and activities of the Corps and are subject to the rules and regulations of the military life. Rewards, as well as responsibilities, are administered in an impartial and democratic manner, and eligible cadets are encouraged to accept leadership positions in the Cadet Brigade. All male students are thus military students and are treated on an equal basis with all others.

Transfer Students and R.O.T.C.

Juniors transferring from Colleges or Universities which do not offer an R.O.T.C. Program will receive credit for freshman (MS-I) and sophomore (MS-II) military science provided they successfully complete the six-week camp conducted by the Department of the Army for this purpose.

Those who transfer to North Georgia College with Senior Class rank without credit in Basic Military Science may be excused from R.O.T.C. classroom work.

Prior-Service Personnel Program

Students with prior military service are admitted as regular students, provided the regular admission requirements are fulfilled. Special care is taken to assign a study schedule which they may carry with greatest success.

Those who have not had the opportunity to meet the specific entrance requirements but who, by virtue of experience and maturity, may be able to profit by college life may be admitted as Special Students.

Prior Military Service students with a minimum of twelve months of active duty in the armed services and an honorable discharge, upon written request at the beginning of a college year or at the time of their enrollment, may be excused from R.O.T.C. classroom instruction. However, all prior-service personnel now entering, except those who transfer with senior rank, together with all other R.O.T.C. students, are assigned to a rifle company or the band and are required to participate in the ceremonies, formations, and activities of the Corps, to include required drill. Students who drill but do not attend R.O.T.C. classes in Military Science are given one quarter hour of college credit per quarter.

Health Service

Every measure is taken to insure good student health. The College provides for its dormitory students the services of a physician and full-time registered nurses for cases of usual or minor illness. This service includes necessary ambulance service for recumbent patients to the hospital within the state designated by the college physician. The College assumes no responsibility, however, for injuries received in voluntary or required activities, and neither does it assume responsibility for the cost of prescriptions, of necessary special nurses, for consultation and hospital expense in the more serious cases of illness and accident, nor for special X-ray work or surgery of any kind.

Students not living in College dormitories do not qualify for infirmary service.

Physical Examination

Before a student is admitted to North Georgia College he must take a physical examination. The family physician will make a report on a form supplied by the college.

As a precaution, students will be given such vaccinations and chest X-rays as authorized by the college physician.

Physical Education and Athletics

The college considers physical fitness so vital to a completely satisfactory college life that provisions are made to include the maximum number of students in the maximum number of

activities throughout the entire year. First of all, the R.O.T.C. program demands constant physical activity. There is a modest program of inter-collegiate sports. The company competition in a wide spectrum of sports is very keen, and the college prides itself on having a preponderant proportion of the student body constantly engaged in some vital physical activity.

All freshman and sophomore men and women take regular work in physical education; this work is supplemented for the women by competitive sports, such as archery, tennis, table tennis, shuffleboard, basketball, softball, volleyball, and hockey. This program calls for two scheduled periods a week. The work is conducted by the Director of Health and Physical Education and his assistants.

General Assembly

Assembly is held on Wednesday mornings at 11:00 when called by the Dean. Attendance is required. When assembly meetings are called, they are by their nature important, whether for getting information to the entire student body or providing an unusual opportunity for cultural or entertainment programs.

Social Life

The organization of the men into military companies and the presence of young ladies make a broad and effective social life possible. Many clubs and organizations of a social and professional nature provide opportunity for even more diverse social activity.

The administration of social policies rests with the Dean of the College, the Commandant of Cadets, and the Dean of Women.

A special social committee, composed of faculty members and students, plans the frequent informal social gatherings. The traditional formal affairs are the gala events which the students remember as the highlights of the year.

Church Services

As a part of its long tradition, the college continues to take the position that all students should continue their identification with the church of their choice as a vital facet of the total educational experience. To that end, attendance is required of all resident students. A waiver of this requirement will be granted in the case of any student whose parent or guardian makes such

a request on a form which the parent or guardian may obtain through the Office of the Dean of the College.

Students also have the opportunity to participate in such organizations as the NGC Student Christian Union, the Baptist Student Union, the Newman Club, the Wesley Foundation, and the Westminster Fellowship which are supported by the local churches, both Protestant and Catholic.

Every year a special week is designated as Spiritual Emphasis Week during which time all activities of the college focus on revitalizing the spirit of man and underlining the true nature of what is meant by a sound and well-rounded education.

CAMPUS ORGANIZATIONS

Student Council

The North Georgia College Student Council, composed of representatives of each of the classes on campus and such *ex officio* members as prescribed by the by-laws, is the ranking student organization on the campus. It is the agency for coordinating the activities of the various student organizations and is a medium for communication between the administration, faculty, and student body. It exercises jurisdiction over the fund-raising activities of all student campus organizations, class elections, class organization, and the Student Social Committee. The authority exercised by the Student Council and the regulations issued by it must be in conformity with the Statutes of North Georgia College, the college regulations, and the official catalogue.

Brigade Band

One of the outstanding features of North Georgia College is the College Brigade Band. Instruments are furnished by the Army and college for about sixty-five parts. Some members of the band furnish their own instruments. To a student with musical ability, the band presents unusual opportunity for further training. The Brigade Band is an integral part of the corps of cadets.

Biology Club

The membership of this club is composed of students giving special emphasis to the biological sciences. Those particularly interested in the pre-professional study of medicine, dentistry, laboratory techniques, nursing, and general health compose the membership.

Glee Club

The Glee Club offers to both cadets and coeds thorough training in choral expression. The club travels extensively, giving programs of both sacred and secular music. Although previous training in vocal technique and music rudiments is very desirable, membership is open to all students of reasonable ability and sincere interest.

College Orchestra

The Orchestra provides music for various social functions, chapel, and evening programs. Small combos are organized within the Orchestra and provide music for many social events on and off the campus.

Dramatic Club

The Dramatic Club presents frequent amateur programs through the year. These include chapel skits, one-act plays, and evening performances. The Nu Pi Chapter is a member of Alpha Psi Omega, a national honorary dramatic fraternity.

Business Administration Club

The primary objectives of the Business Administration Club are the development of a greater awareness on the part of Business Administration majors of opportunities in their chosen province, broadening their knowledge of the training and skills requisite to success in positions in business and government and in graduate study, and fostering the growth of an esprit de corps within the area of study.

In achieving these objectives, the Club sponsors programs consisting principally of panel discussions conducted by students, and lectures and panels by representatives of industrial enterprises and faculty members.

Membership is limited to students majoring in Business Administration.

North Georgia College Chapter of Student Affiliates of the American Chemical Society

North Georgia College has one of the approximately two hundred fifty chapters of the Student Division of the American Chemical Society. This Society has approximately 100,000 professional members. The purpose of the membership is to acquire identity with the profession of chemistry, to discuss as a group those matters not suitable for classroom discussion with reference to chemistry as a profession. The affiliate has the privilege of attending the monthly meetings of the Georgia Section of the Society, of attending the National Society meetings, of wearing the student affiliate emblem and of receiving the weekly *Chemical News Journal-Chemical and Engineering News*. Any chemistry major (professional or non-professional) may belong to the Student Chapter.

The Forensic Senate

The Forensic Senate offers to a select group of students the opportunity to improve themselves in the art of public speech and debate and in the technique of research. A number of chapel and intercollegiate debates are held during the year.

Home Economics Club

This is an organization open to all students who take courses in home economics. The aim of the club is to afford students opportunity to become better acquainted with the social and professional activities of home economics leaders, and also to provide for their own personal development through active participation in club programs.

Student N.E.A.

Membership in the John C. Sirmons Chapter of Student N.E.A. is open to students whose chief vocational interest is teaching. Professional and social activities are sponsored in an effort to promote growth of individual members. Programs will be planned in such a manner that prospective teachers will have an opportunity to develop leadership qualities.

This organization supervises the Used-Book Exchange as a service to the entire student body.

Physics Club

Through the activities of the Physics Club, students in physics have an opportunity to discuss and work on projects of common interest. Professional requirements discussed in the meetings lead to a clearer understanding of vocational opportunities in the field.

Radio Communications Club

The Radio Communications Club is composed of students especially interested in amateur and experimental radio and electronics. The college amateur station of this group operates under the licensed call "W4PYM." Several radio transmitters and receivers are maintained for the use of club members, as well as electronics equipment which is used for experimental work.

Officers' Club

The Officers' Club is composed of the Cadet Officers of the Brigade expressing a desire to enter. The purpose of this club is to provide an agency for the gathering and disseminating of information to the Cadet Corps as a whole. For the social benefit of the college, the Officers' Club sponsors at least one formal dance each year.

History Society

The Zeta Phi Chapter of Phi Alpha Theta, a national honorary history fraternity, gives special emphasis to the study of

history and social studies. The aim of the fraternity is to recognize scholarship in the field of history, provide opportunities for socials and promote additional work in the field.

Non-Commissioned Officers' Club

The Non-Commissioned Officers' Club draws its membership from members of the second and third classmen. The objective of the N.C.O. Club is twofold: first, to bring about unity of endeavor among the commissioned and non-commissioned officers of the Corps of Cadets; second, to acquaint the second and third classmen with the present and future policies, tactics, and equipment of the United States Army. Although social activity is not the main objective of the N.C.O. Club, it does, during the school year, sponsor social activities, which include the annual Military Ball in the Spring Quarter.

Men's Rifle Team

This organization is a member of the National Rifle Association and competes in small-bore rifle matches with other colleges. The college athletic letter and sweater are awarded to outstanding competitors in this sport.

Blue Ridge Rifles

The Drill Platoon is sponsored by the Military Department and consists of cadets selected from the Freshman and Sophomore Classes. They are selected because of their ability to excel at drill. The platoon demonstrates exceptional ability combining drill skills into coordinated action. The platoon performs several times each year for the public.

Mountaineering Club

The "Order of Columbo" Club is sponsored by the Military Department. It promotes counterinsurgency training in mountaineering. Membership is open to any student and the club sponsors annually many social and instructive outings.

Varsity Letter Club

The Varsity Letter Club is made up of those students who have won the official Varsity Letter. The Varsity Letter is granted to those students who comprise a varsity team, who have satisfactory scholastic averages, and who otherwise meet the requirements set up by the Athletic Committee for the sport in which the student participates.

Physical Education Club

The objectives of the club are to foster the development of attitudes and abilities in the related areas of the professional field of physical and health education. The club sponsors programs and various recreational activities. Membership is limited to students majoring in Physical Education.

Women's Recreation Association

The Women's Recreation Association, sponsored by the Department of Physical Education and open to all coeds, is the largest organization for the college women. The Association, better known as REC Club, is divided into four teams which carry on intramural activities beginning in the fall with speedball and volleyball, continuing in the winter with basketball, and concluding in the spring with softball. In addition to these team sports, individual tournaments, such as tennis, table tennis, and badminton, are held. The social life of the young women at North Georgia College is enriched through participation in these different sports, hikes, parties, and dances, which comprise the all-inclusive program of REC Club.

Women's Rifle Club

This organization is an increasingly popular campus activity for women. This club is a member of the National Rifle Association and competes in small-bore rifle matches with other universities and women's colleges having rifle teams. The college athletic letter and sweater are awarded to outstanding competitors in this sport.

Student Publications

Two college publications are issued under the direction of the Faculty Publications Committee.

The Cyclops, the yearbook, is an annual pictorial record of student life.

The Cadet Bugler, a bi-monthly newspaper, gives full coverage to student affairs.

Alumni Association

The Alumni Association of North Georgia College includes in its membership all students who have attended the college, many of whom are now outstanding leaders of the state. The purpose of the Association is to keep alive the traditions and memories of the college and to promote its welfare.

APPLICATION FOR ADMISSION

to

NORTH GEORGIA COLLEGE

Instructions

Application for admission to North Georgia College should be made on the following blank and must be submitted at least twenty days prior to the date of registration.

The application must be accompanied by a deposit of \$35.00. If the applicant finds attendance to be impossible, \$25.00 of the deposit will be refunded upon request provided notification of cancellation is received by July 1 for the Fall Quarter or 20 days prior to the date of registration of any other quarter. A fee of \$10.00 is charged for processing applications which are withdrawn or cancelled by the applicant or rejected by the college.

If a request for a given roommate is to be made, it can be indicated on this form, or such a request may be made in writing at any time prior to the time the room assignments are completed. If this is done, the request for a roommate can frequently be honored, but assignment to any particular dormitory cannot be assured. In all instances the Dean of Women or Commandant will give the best assignment available.

APPLICATION FOR ADMISSION

Date.....19.....

I apply for admission to North Georgia College and enclose application deposit of \$35.00. (Make checks or money orders payable to North Georgia College.)

Name of Student: (Please Print)

Mr., Miss, Mrs.....
(Last) (First) (Middle)

Address of Student.....

.....
(City) (State) (Zip Code)

Birth date of Student.....Social Security Number.....

Name of Parent or Guardian.....

Address (if different from Student).....

Quarter and year for which application is made:

Summer.....Fall.....Winter.....Spring.....

High School last attended.....

Address of High School.....

Grade Completed.....When.....Graduation: (Yes or No).....

College last attended.....

Do you want to room in a dormitory?.....Commute?.....

If you wish to live in a dormitory and have a preference as to roommate please give this person's

Name.....

Address.....

Room choice, if any.....

Room assignments for men will be made on a Military Company basis. If you have a preference, please indicate Company A, B, C, D, E, F, G, or Band.....

REGULATIONS GOVERNING ADMISSION TO NORTH GEORGIA COLLEGE

A person who wishes to enroll as a student at North Georgia College should file the application form included in this catalog or a similar application form secured from the Director of Admissions of the institution. This form should be completed and sent to the college at least twenty (20) days prior to the beginning of the quarter for which the application is made.

Upon receipt of this application the Director of Admissions will forward to the applicant a Pre-admission and Guidance Form and a Medical Report Form which are to be completed and returned. The applicant is also required to complete the Scholastic Aptitude Tests (SAT) given by the College Entrance Examination Board and have his test scores sent to the college. Information regarding this test may be secured from the high school counselor, any unit of the University System of Georgia, or from the College Entrance Examination Board, Post Office Box 592, Princeton, New Jersey.

The Director of Admissions will contact the applicant's high school and request the high school transcript. Students transferring from other colleges or universities should arrange with the Registrars to forward transcripts of credit earned.

An application for admission to the college will be considered when all of the information described above has been assembled.

The college reserves the right to refuse to accept applicants when it appears that the number of students already accepted will fill the college to its capacity.

Requirements and Conditions to be Met by Applicant

1. The applicant must be at least sixteen years old on or before the registration date. He must be of good moral character.
2. The applicant must show that he meets at least one of the following conditions:
 - (a) That he is a graduate of an accredited high school or a high school that is approved by the college and that he has completed the work specified in Section 3 below.

- (b) That he has satisfactorily completed in an accredited or approved high school at least sixteen units of work, as specified in Section 3 below.
 - (c) That he has passed satisfactory entrance examinations prescribed by the college.
3. The required minimum of sixteen units of high school work must have included:

Specific Requirements:

- (a) English 4
- Algebra and/or Geometry 2
- Social Studies 2
- Science 2
- (b) In addition to the ten (10) units specifically required above, an additional four (4) units must be successfully completed within one or more of the following fields: English, Mathematics, Social Studies, Science, Foreign Languages.
- (c) Two additional units from any field may be presented to bring the total up to the required minimum of sixteen (16) high school units.

The College reserves the right to refuse to accept any or all of the credits from any high school or other institution, notwithstanding its accredited status, when the College determines through investigation or otherwise that the quality of instruction at such high school or other institution is for any reason deficient or unsatisfactory. The judgment of the College on this question shall be final.

Students who have been unable to schedule required courses should write to the Director of Admissions for information on ways of making up credit deficiencies.

- 4. The applicant must be in good physical condition, determined as a result of the physical examination administered by the applicant's family physician. The report of the physical examination is submitted on forms supplied by the Director of Admissions.
- 5. Applicants must submit a deposit of \$35.00 with the application. If the applicant finds attendance to be impossible \$25.00 of the deposit will be refunded upon request, provided notification of cancellation is received 20 days prior to the date of registration for the Summer, Winter, or Spring Quarters or by July 1 prior to the beginning of the Fall Quarter. A fee of

\$10.00 is charged for processing applications which are withdrawn or cancelled by the applicant, or rejected by the college for any cause, including space limitations.

Institutional Policies on Admissions

When an application has been completed the Director of Admissions will consider the following: The College Entrance Examination Board Scholastic Aptitude Test scores, and the high school transcript; The Pre-admission and Guidance form including personal information and a biographical sketch; The report of a medical examination.

The applicant must have a predicted grade point average which indicates he is capable of carrying out effectively the program of the college. The predicted academic average is based on his high school record and SAT scores.

An evaluation of the application is made on the basis of the information submitted. In some instances the applicant may be requested to come to Dahlonga for an interview with the Admissions Committee. The Director of Admissions will notify the applicant of the time and place at which the interview will be conducted, if an interview is desired.

Transfer Students

An applicant who has attended other colleges and has maintained an academic average of "C" or better, and who has a clear conduct record may be considered for admittance as a transfer student and receive advanced standing.

All regulations applicable to students entering college for the first time shall be applicable to students transferring from other colleges, insofar as the regulations are pertinent to the applications of transfer students.

A transferring student should ask the registrar of colleges which he has previously attended to send transcripts of college credit to the Director of Admissions, North Georgia College. The applicant's academic qualifications for admission will ordinarily be based on these college transcripts; however, the Director of Admissions may secure high school transcripts to use in the evaluation.

Even though the institution that the student last attended is an accredited institution, the Admissions Officer of North Georgia College may reject the application, or all or any part of previously earned credits, if there is reason to believe that the

quality of the educational program of the institution that the applicant last attended is considered unsatisfactory. The judgment of the admissions officer on this question shall be final.

An applicant will not be considered for admission unless the transcript shows honorable discharge from the college last attended or unless the officials of the institution last attended recommend the applicant's admission.

A student transferring from another college must show that at some time he has taken the College Entrance Board's Scholastic Aptitude Test or that he has taken some other equivalent test approved by the college. Scores on such tests must be submitted to the college.

Transfer students entering North Georgia College shall be subject to the following college policies:

- (a) The amount of academic credit that the College will allow for work done in another institution within a given period of time may not exceed the normal amount of credit that could have been earned at the College during that time.
- (b) Credit for specific courses designated as "core curriculum" or "major" courses will not be allowed unless grades received are one letter grade above the lowest passing grade.
- (c) The total number of hours that may be earned toward a degree by either extension or correspondence courses shall not exceed 40 quarter hours.

Transient Students

A student who has taken work in a college or university may apply for the privilege of temporary registration in North Georgia College. Such a student will ordinarily be one who expects to return to the college or university in which he or she was previously enrolled.

The following policies shall govern the admission of students on a transient status:

1. The admissions officer must have evidence that the institution that the student previously attended was an accredited or approved institution.
2. Even though the institution that the student last attended is an accredited institution, the admissions officer may reject the application if he has reason to believe that the quality of the educational program of the institution last attended is mediocre or unsatis-

factory.

3. An applicant will be accepted as a transient student when it appears that the applicant's previous academic work is of a satisfactory quality. The Director of Admissions may require the applicant to submit a transcript of his previous college work.
4. An applicant for admission as a transient student must present a statement from the dean or registrar of the institution that he last attended recommending his admission as a transient student.
5. In case of doubt about the qualifications of an applicant who seeks admission as a transient student, the college may refuse to classify the applicant as a transient student and require the applicant to comply with all regulations regarding the admission of transfer students.
6. Since North Georgia College's primary obligation is to its regularly enrolled students, it will consider the acceptance of transient students only when their acceptance will cause no hardship or inconvenience to its regularly enrolled students.

Auditors

Regularly enrolled North Georgia College students may register for courses as auditors. No academic credit shall be awarded to students enrolled on this basis. No student may register to audit more than five (5) hours of course work per quarter.

Re-entrance of Students

Students who have previously enrolled at North Georgia College but have discontinued their enrollment for any reason must submit an application to re-enter. Such students will not be required to re-submit all records required of new students, but must submit an application and deposit to the Director of Admissions at least twenty days prior to the registration date for the quarter they propose to re-enter. They will be formally notified of the decision on the application for readmission.

Special Students

Irregular students and special students and all other students of classifications not covered in these policies shall be required to meet all requirements prescribed for admission to

undergraduate study and to meet any additional requirements that may be prescribed by the institution. Special students are not considered to be degree candidates.

Advanced Placement

North Georgia College has an advanced placement program which provides an opportunity for the qualified beginning student to obtain credit for certain basic courses. The granting of advanced placement is based on CEEB Advanced Placement Tests and departmental approval or examination. The student should apply to the department in which he is requesting advanced placement.

ACADEMIC REGULATIONS

College Honor

At North Georgia College a sense of self-respect, dependability, and high honor prevails. Hence, any degree of dishonesty in academic or military work, or the giving or receiving of unauthorized help in any quiz, test, or examination, is regarded as one of the most serious offenses that can be committed against the honor of the college and the student group.

Credits

Credits are expressed in terms of quarter hours. One quarter hour is the credit given for the work of one hour per week throughout one quarter. A course that is taken five times a week for one quarter is equal to five quarter hours. Laboratory science and some courses in home economics and business administration carry credit value of one hour for each lecture period and one hour for each required laboratory period. For each hour of recitation, two hours of daily preparation are expected.

Grading System

The classroom and laboratory work of all students is graded by letters which may be interpreted as follows:

A	(90-100) Excellent
B	(80-89) Above average
C	(70-79) Average
D	(60-69) Unsatisfactory, but passing
F	(0-59) Failure; must be repeated if in a required course
I	(Incomplete)
WP	(Withdrew Passing)
WF	(Withdrew Failing)

I indicates the withholding of a grade because of prolonged illness or by the consent of the Registrar or Dean. I must be removed within six weeks; otherwise, it automatically becomes F.

Changes in Grades

APPROVAL OF THE DEAN. All grade changes must receive the approval of the Dean before such change may be recorded by the Registrar.

GRADES OF INCOMPLETE. Students receiving a grade of Incomplete are expected to consult with their instructor within the time limit specified above under *Grading System* and also to complete all necessary work prior to the end of six weeks of the next quarter.

RE-EXAMINATIONS. A student in line for graduation who makes a grade of F in his last year in an upper-division course necessary for his degree may have the privilege of one re-examination provided there is no opportunity to repeat the course and the approval of the Head of the student's major department and the Dean is secured. Grades in not more than two courses may be changed by this method. Any grade will be changed upon a written statement by the instructor that the grade reported was a factual error.

Changes in Program of Study

Lower-division study programs are changed only by the permission of the Dean of the College. Upper-division study programs are changed only by written permission from the Head of the Department concerned and the Dean.

Unless for very exceptional reasons, all changes in study programs must be made during the first seven days of the quarter. A student who officially withdraws from a course during the first four weeks of the quarter will receive a grade of WP (Withdrawal, passing) or WF (Withdrawal, failing). The courses with grades of WF and F are included in computing grade-point ratio, but grades of WP are excluded.

Withdrawal from a course after the first FOUR weeks ordinarily results in a grade of F being entered on the permanent record. In very exceptional cases this grade may become WP upon the approval of the Dean.

Conflicts in schedule are resolved by the Registrar of the College. After registration is completed, courses cannot be dropped except through recommendation of the student's adviser and approval of the Dean. Students are held responsible for unauthorized changes of schedule.

Quality Points

The value of each grade in quality points per quarter hour is as follows:

A—4 quality points per quarter hour

B—3 quality points per quarter hour

C—2 quality points per quarter hour

D—1 quality point per quarter hour

F—0 quality points

The grade point ratio is the grade average made by a student on all academic work for which he has enrolled. It is obtained by dividing the total number of quality points earned by the total number of academic quarter hours carried. Basic Military Science and Required Physical Education are not included.

When courses in which a student has made a grade of D or F are repeated, the last earned grade is the official grade, and the hours attempted and earned are counted only once.

For graduation, every candidate for a degree must complete a minimum of 185 quarter hours of academic work with 370 quality points, or an average of C. This is exclusive of Basic Military Science and Required Physical Education. The ratio of quality points to hours of credit cannot be less than two.

A grade of D represents work slightly above failure and does not constitute acceptable credit. Indeed, a grade below C actually delays or prevents class promotion and graduation.

Classification of Students

A classification of students is made after a beginning student has completed three quarters on the campus of North Georgia College; thereafter at the beginning of each quarter. For enrollment in the Sophomore Class a student must have passed 40 quarter hours of work with a cumulative quality-point average of at least 1.5; in the Junior Class, 80 quarter hours with a cumulative quality point average of 2.00; the Senior Class, 130 quarter hours with a cumulative quality-point average of 2.00.

Grade Reports

MID-QUARTER REPORT: A mid-quarter report is sent to each student at his college address and one is also sent to the parent or guardian of the freshmen and sophomores.

QUARTER REPORT: At the close of each quarter, a report of the student's work during the quarter is sent directly to the parent or guardian.

UNSATISFACTORY WORK: During the quarter the Dean sends special notices to parents and guardians of students doing unsatisfactory work.

REPORTS TO HIGH SCHOOLS: At the close of the first quarter of each academic year, a report is sent to each high school showing the grades made by the freshmen entering the college from that school. This report is confidential and is used by high school principals and counselors for follow-up study.

Orientation Week

The first week preceding classes in the Fall Quarter is known as "Orientation Week." All new students are expected to report on Sunday, on which day the dormitories are open to them for lunch. Their first appointment is at 8:00 p.m. on Sunday in the College Auditorium.

Sophomores and upperclassmen will not report until Tuesday. Registration of all students takes place on Thursday and class work begins on Friday.

During Orientation Week new students are introduced to the college atmosphere, the buildings, and the library; they also become acquainted with the North Georgia ideals and purposes. During this period required placement tests are taken, and a special effort is made to select for each student a program suited to his needs and preparation. The faculty and selected upperclassmen assist the new students in making the best possible start in college life.

Placement Tests

During Orientation Week all freshmen are required to take general placement tests. These tests aid the administration in its counseling service and expedite the placing of students in appropriate class sections. Any student without satisfactory excuse for not having taken any test will be charged \$2.00 for each make-up.

Orientation of Transfer Students

Transfer students classified as freshmen are required to report to the college at the same time as do other new students. All features of the Orientation Program which apply to beginning freshmen students, with the possible exception of placement tests, apply equally to new students who come to North Georgia College with an insufficient number of transfer credits to be officially classified as sophomores.

Upon Arrival at the College

Upon arrival in Dahlonega students should report:

- (1) For room assignment—Young men to office of the Commandant; young women to the Dean of Women in Lewis Hall.
- (2) For payment of bills—To the Comptroller's Office in Price Memorial Building.
- (3) For the next meal—Dining hall, which is centrally located on the campus.
- (4) For the first appointment—To the Auditorium for the first convocation, which all freshmen must attend, Sunday, 8:00 p.m.
- (5) Books should not be bought until after the student attends his first day of class work. Uniform deposits are left in the Comptroller's Office.

Articles Brought From Home

Dormitory rooms are furnished with single beds, mattresses, tables, chairs, and other necessary furniture, but each student must provide towels, a pillow, two pillow cases, four sheets, two blankets (for men, Army-type, olive drab), bathrobe, and other personal articles. Special shoe requirements for cadets are explained on Page 40 under Articles of Uniform Equipment.

Should a cadet desire to ship packages, boxes, or trunks in advance of his arrival, he should ship them prepaid by express or otherwise via Gainesville, Georgia, to Commandant of Cadets, North Georgia College, Dahlonega, Georgia. Young women may ship such packages to Dean of Women, Lewis Hall, North Georgia College, Dahlonega, Georgia. Names of owners should be printed or written on trunks, bags, or other packages in such a way that they will not be effaced in shipment. It is, of course, more satisfactory for the student to bring all such personal property at the time he or she comes to the college.

Requirements for Residence

The following constitute the minimum scholastic conditions, exclusive of the basic military science and required physical education, under which students can remain in the college. A student may, however, be dismissed for deficiencies in scholarship even though not automatically excluded under the provisions below indicated.

(1) A student must earn credit in at least one five-hour course to be eligible to register for the succeeding quarter.

(2) Any student who earns less than ten quarter hours' credit and fifteen quality points shall be placed on probation for the following quarter.

(3) While on academic probation, any student who earns fewer than 10 hours' credit and 15 quality points shall not be eligible to register for the following quarter.

(4) If a student remains on academic probation for two successive quarters and fails to remove himself from probation at the end of the second quarter, he will not be eligible to re-enter the following quarter. Should he be permitted to return after one quarter of academic suspension and not remove himself at the end of this quarter, he will be permanently excluded.

(5) Failure to earn at least 50% of the quality points necessary for a C average in a normal load during any three quarters of a college year will cause a student to be ineligible to register for the following quarter.

(6) A student on probation must remove the probationary status while officially enrolled and attending classes at North Georgia College.

(7) A student on probation at the close of the Spring Quarter must attend Summer School at North Georgia College if he wishes to have an application considered for the Fall Quarter. A student on probation failing to remove himself from this academic deficiency during a Summer Quarter will not be eligible to re-enter North Georgia College in the Fall Quarter immediately following. He may re-apply for the next Winter Quarter.

(8) Students who fail to meet the above regulations because of illness or because of an approved sub-normal load may receive such special consideration as their cases merit.

(9) Academic probation is removed by passing 15 quarter hours in one quarter with at least 30 earned quality points in the same quarter.

(10) Any student who fails any given course three times shall be permanently excluded from North Georgia College.

(11) Any student failing a remedial non-credit course (English 99 and Math 99) the second time shall be permanently excluded from North Georgia College.

Class Attendance

Regular class attendance is required of all students. Absence from class or laboratory makes it difficult for students to maintain satisfactory academic progress.

Excused absences are permitted when emergencies arise and undue hardship is experienced by the student in attending class or assembly. The Commandant of Cadets and the Dean of Women grant permission to be absent from class or assembly when a student is traveling as a representative of the college, for illness certified by a physician, when there is a critical situation developing within a student's family, and where a student is on special duty approved by the President of the College.

Absences for women living on the campus are excused by the Dean of Women. Absences for men belonging to the Cadet Corps are excused by the Commandant of Cadets. Absences for women living off of the campus and non-military men are excused by the Dean of the College.

The faculty is required to report all absences at the end of each class day to the Registrar's Office. In turn, the faculty member is informed by the Registrar's Office, after the report is turned into the office by the Dean of the College, Dean of Women, and Commandant as to the excused or unexcused status of the student who is absent.

When absences occur, the student is responsible to his or her instructor for the making up of work missed.

Student Load

A normal or average schedule for a freshman or sophomore is fifteen hours. This does not include basic military science and physical education.

The normal or average schedule of class work for junior and senior men is eighteen quarter hours (advanced military science included); for women, fifteen quarter hours.

A freshman student whose high school record and entrance tests indicate inadequate preparation will be required to carry a reduced load as long as deemed necessary.

Work-Load Variations

Should a student wish to carry a schedule other than the normal load, written request may be filed for:

- (1) A minimum of 10 credit hours:
- (2) An increase of from one to five hours:
 - (a) When advanced military science is taken or there is unusual difficulty in making up a practical schedule or when a satisfactory program demands it;
 - (b) An academic average of "B" in at least a normal schedule of work during the preceding quarter, with no grade below "C".
- (3) In very exceptional cases, 21 hours:
Sophomores or upperclassmen who:
 - (a) have been on the Honors List for at least the two successive quarters immediately preceding;
 - (b) have earned an average of "A" on the work of the preceding quarter.
- (4) Seniors who can otherwise qualify for graduation and the degree may increase the schedule a total of 10 hours provided the extra hours are distributed over the last three quarters of residence.

In no case can a student receive credit in excess of 21 hours a quarter, exclusive of basic military science or physical education.

Reduction of Credit

After a student has earned 120 quarter hours' credit, the following applies to certain lower-division courses:

- (1) Only three (3) quarter hours' credit may be earned in any of the following courses:

Biology 101, 102
 Chemistry 101, 102
 English 101, 102, 203, 204,
 205, 206
 History 101, 102

Mathematics 111, 113, 106
 Physics 101, 102
 Any Modern Language 101,
 102 if they are carried as a
 language requirement.

- (2) This rule does not apply to students repeating the courses listed above or to teachers-in-service.

- (3) Exceptions are made only with the approval of the Dean.

Eligibility for Extra-Curricular Activities

To be eligible for intercollegiate and off-campus extra-curricular activities, the student must pass during the preceding quarter, with an average of C, at least ten of the fifteen hours of the usual normal load.

The special eligibility requirements for editor or business manager of student publications is an average of C for the preceding quarter. This applies both for appointment and for continued tenure.

Transient Student Permission

Any student not having reached Senior status may apply to the Office of the Registrar in writing for authorization to complete certain courses in another college or university as a transient student.

The application must be approved by the Registrar of the College. If a major sequence has been chosen, the permission must be approved by the Head of Department concerned.

Transient student permission will not be granted to students on academic probation or for the purpose of repeating courses.

HONORS AND AWARDS

Honors List

Students who have no grades lower than B on a normal academic load and are satisfactory in basic military science and physical education will be placed on the Honors List for the succeeding quarter.

An Honors Day program is held during the Spring Quarter in recognition of those students who are on the Honors List for the two preceding quarters.

Scholastic Honor Bars

In recognition of substantial scholarship, Scholastic Bars as listed below are awarded at a public ceremony in October to members of the various classes who are on the Honors List for three consecutive quarters.

Red Bar to members of the Freshman Class
White Bar to members of the Sophomore Class
Blue Bar to members of the Junior Class

Gold Bars will be awarded to members of the Senior Class during Commencement Week

Senior Honors

A student is graduated Summa Cum Laude if all grades earned throughout his college career are B or above and the grade ratio is 3.9; Magna Cum Laude if all grades earned throughout his college career are C or above and the grade ratio is 3.45; Cum Laude if all grades earned throughout his college career are C or above and the grade ratio is 3.00. The above applies to students who have completed all of their college work at North Georgia College.

Transfer students, who have been in residence for at least the junior and senior years and have established the following grade ratios, may be graduated with senior honors: Summa Cum Laude, 3.9 with no grade below B; Magna Cum Laude, 3.7 with no grade below C; Cum Laude, 3.25 with no grade below C.

Honors Program

The college offers an honors program in a number of departments. Students demonstrating superior abilities are privileged to enroll in special courses designed to make the maximum use of their capacities.

Nu Gamma Scholastic Honor Society

Distinction of membership in this society is conferred upon certain students who rank in the highest ten percent of their class with qualifications stated in the by-laws of the society.

Zeta Phi History Honor Society

Zeta Phi is the local chapter of Phi Alpha Theta, the national honor society in history. Students whose grades average above B in all history courses, whose grades average B or above in two-thirds of all other courses, and who rank in the upper 35% of the class may be elected to membership in this national scholarship fraternity.

Nu Pi Dramatic Honor Society

Nu Pi is the local chapter of Alpha Psi Omega, a national honorary dramatic fraternity. The fraternity does not take the place of a regular dramatic club; but as students qualify by participation in various phases of dramatics, they are rewarded by election to membership in this society.

Who's Who in American Colleges and Universities

Members of Who's Who are selected from the Senior Class by a faculty committee on the basis of scholarship; service to the College; contribution to and leadership in campus extra-curricular activities; and spirit and degree of cooperation with administration, faculty, and fellow students in furthering general college policies and ideals.

Clark Mathematics Medal

This medal was donated to the college about seventy years ago by the late Hon. Harlow Clark. It is annually awarded to the student who establishes the highest scholastic average in mathematics above Mathematics 105 and including Mathematics 345.

Hawkins Citizenship Award

This award, in the form of a key, is given each year to a graduating senior, selected by the entire faculty, who has been outstanding in general campus citizenship. The senior's name is engraved on a plaque which remains with the college in honor

of those who have been selected.

This award was made possible by H. E. Hawkins of the Class of 1933 as a token of his appreciation to the college faculty during the years of his attendance at North Georgia College.

Forensic Senate Award

Each year the Forensic Senate awards a plaque to the student who is outstanding in written or oral communication. The award is open to students excelling in radio work, dramatics, public speech, journalism, or research.

Good Conduct Bars

This bar is awarded to cadets at the end of their first year, based upon their compliance with regulations formulated by the Professor of Military Science and the Commandant of Cadets.

Public Speaking Award

A cash award is annually awarded at Commencement to a student selected for excellence in public speech.

Siler Scholarship Plaque

This award is presented annually to that student who has earned the highest quality-point ratio in his or her academic record while in residence at North Georgia College. The plaque is awarded with the provision that not less than 75 quarter hours have been earned in North Georgia College. In case of non-seniors, the Spring Quarter of the Commencement at which the award is made will be excluded.

Business Administration Achievement Award

Annually during commencement activities the Business Administration Club awards a silver medallion to the business administration major graduating with the highest academic standing.

This academic standing is determined by the quality-point ratio for the entire college study program, a minimum of one-half of which must be completed at North Georgia College.

COLLEGE EXPENSES

North Georgia College, one of the senior units of the University System, furnishes four years of college training at the lowest possible cost. There is no charge for tuition; matriculation, activity, and health fees are quite nominal. The college dining hall furnishes balanced and nourishing meals.

Personal expenses for both men and women may be kept as low as the individual students and parents wish; every condition favors economy.

Board, room rent, and fees are due and payable each quarter at registration. Any deviation from this plan of payment must be by special arrangement with the Comptroller. Books, uniforms, and gym clothing must be paid for at the time they are issued, which is usually prior to or immediately following registrations. Checks and money orders should be made payable to North Georgia College.

Following is a complete table of all costs at North Georgia College. This has been prepared in such a manner that the average student can immediately determine his total costs. Special cases, such as out-of-state students, may find their costs by reading the detailed description of each charge which follows the general tabulation.

ALL FEES, BOARD, ROOM RENT, AND OTHER CHARGES ARE SUBJECT TO CHANGE AT THE END OF ANY QUARTER.

SUMMARY OF COSTS

1966-67

Regular Quarterly Costs		Due Dates	
Matriculation Fee	\$ 85.00	Fall Quarter	Spring Quarter
Health Fee	10.00	Costs Due	Costs Due
Activity Fee	8.00	Sept. 18, 1966	March 22, 1967
Board	144.00		
Room	72.00	Winter Quarter	Summer Quarter
		Costs Due	Costs Due
	<u>\$319.00</u>	Jan. 2, 1967	June 11, 1967

A breakage deposit of \$35.00 is required of all students with application for admission.

Other Costs (includes sales tax):

Military Uniforms (Freshman Men)	\$215.00
Gymnasium Uniform (Freshman Women)	8.25
Swimming Pool Suit (Freshman Women)	5.15
Books and School Supplies, \$25.00 to \$30.00 per quarter average.	
Personal expenses vary widely, but can be held as low as desired.	

Special Charges	Amount	When Due
Out-of-State Fee	\$110.00	Each Quarter
Graduation Fee	7.50	May 1 of graduation year
Transcript Fee	1.00	Each copy over one
Unauthorized Class-cut Fee	2.00	Each day guilty
Special Make-up Examination Fee	2.00	Each as taken
Late Registration Fee	3.00	First day and \$1 each for the second and third days
Explanatory Notes		

Note No. 1

For some years now, North Georgia College has offered its patrons a special monthly payment plan for college fees, board, and room. This has proven quite helpful for many of our parents. In order to meet requirements of the Board of Regents that all expenses be pre-paid, our monthly payment plan will begin on July 15 for the Fall Quarter. In this way expenses will be completely pre-paid at the beginning of each scholastic quarter.

	Date	Georgia Resident	Out-of-State Resident
	July 15	\$107.00	\$143.00
FALL	August 15	106.00	143.00
	September 15	106.00	143.00
	October 15	107.00	143.00
WINTER	November 15	106.00	143.00
	December 15	106.00	143.00
	January 15	107.00	143.00
SPRING	February 15	106.00	143.00
	March 15	106.00	143.00
	April 15	107.00	143.00
SUMMER	May 15	106.00	143.00
	June 11	106.00	143.00

Note No. 2

Military and gymnasium uniforms, books, and supplies must be paid for at the time of issue.

Note No. 3

Students and parents are expected to take notice of due dates on all payments and pay promptly without further notice or request. Students who wish to pay monthly must start such payments in advance of registration so that three payments will have been made prior to registration.

Matriculation, Health, Activity Fees

All students pay the established Matriculation and Activity Fees, and all dormitory students pay the Health Fee. These fees

cover all laboratory and other general fees of the college. Each student is entitled to admission to all college programs, including concerts, week-end movies, dramatic productions, and all athletic events.

Board and Room

Board, room rent, and fees must be paid in advance at the beginning of each quarter or by a special monthly plan which is explained in Note No. 1 of the General Cost Summary. By order of the Board of Regents, open accounts cannot be carried.

Cost of Books

The estimated cost shown for books is based upon the average experience. Cost of books after the initial purchase may be considerably reduced should the student wish to sell his used texts. These generally bring about two-thirds of the original price. Used books should not be purchased without first checking prices and editions in the bookstore.

Special Fees

Since North Georgia College is a tax-supported institution, a special fee is charged to out-of-state students.

The Graduation Fee is paid 30 days prior to graduation and is required of all graduates.

One transcript of college credits will be furnished without charge. A Transcript Fee of one dollar will be charged for any additional copy.

Certain penalty fees are necessary and are assessed for late registration, unauthorized absences from class, and special examinations. Details of these conditions will be found on Page 36 under the heading "Special Charges."

Breakage Deposit

A breakage deposit of \$35.00 is required of all students attending North Georgia College. This deposit acts as an application deposit for succeeding quarters.

Should attendance become impossible the application-breakage deposit will be refunded to returning students provided notification of cancellation is received by July 1 for the Fall Quarter or before leaving school at the end of any quarter while in attendance. Regulations prohibit refund of Breakage Deposit when entering student withdraws during the first quarter of attendance.

Each student is responsible for his own room and its furnishings and also for all other items of college property such as library books and laboratory equipment. Breakage tickets must be promptly paid at the Comptroller's Office. The breakage deposit is paid at the time of the student's application to North Georgia College and is held throughout the student's enrollment period. The deposit is subject to reduction for unpaid charges and is returnable upon regular withdrawal or graduation. In case of irregular withdrawal, the deposit is forfeited.

Refunds

Formal withdrawal must begin with a written approval from the Commandant or Dean of Women. At the time this approval is granted, specific instructions will be given for the student to complete his formal withdrawal. Any deviation from this procedure will be considered as an irregular withdrawal with forfeiture of the application-breakage deposit.

In the case of formal withdrawal, refund of Matriculation Fee may be made on the following basis:

- (1) Withdrawal during one week following the scheduled registration date, a refund of 80% of the Matriculation Fee paid for that quarter;
- (2) Between one and two weeks, 60%;
- (3) Between two and three weeks, 40%;
- (4) Between three and four weeks, 20%;
- (5) After four weeks, no refund.

No refund can be made on Activity or Health fees.

In case of withdrawal, refund on board and room may be made on the number of full weeks remaining in the quarter.

In case of excused absence, refund on board, not room, may be given on that part of the student's absence which is in excess of two weeks.

Refunds in excess of \$25.00 are sent directly to parents or applied as credits to the student's account. Exceptions to this rule may be made in cases of students over 21 years of age paying their own expenses.

Boarding Student Defined

All students will be considered as boarding students except those who live in the home of parents or other close relatives or who are married and live with husband or wife. All boarding students will be required to live in the college dormitories and to take their meals in the college dining hall.

Government Allowances

All students formally enrolled in military science classes at North Georgia College receive cash allowances to apply against purchase of the required uniform. This allowance is received directly from the Federal Government, and the amount is determined each year by the Department of the Army.

Advanced-course students now receive a monetary allowance of approximately \$40 per month in lieu of subsistence. This, together with uniform allowances, plus full-degree credit, makes advanced military science an attractive proposition. These uniform allowances for the full four years are usually sufficient to pay for the entire college uniform but are not available for initial purchases of basic uniforms.

Final settlement on uniform allowances cannot be made prior to the date a student withdraws from college; however, earned allowances are credited to the student's account and are available for purchase of additional uniform. All men are required to deposit the full amount necessary for uniforms and not depend on the uniform allowance for articles of basic uniform needs. Not only is this wise from the standpoint of uniform needs, but the amount of final settlement of uniform allowances on a cash basis depends upon this procedure or other proof of actual uniform purchase.

Military Uniforms

The distinguishing mark of a North Georgia College cadet is the college uniform, proudly worn at all times as a symbol of his chosen college.

Since civilian clothes are not worn, entering male students should bring to the college only the suits they wear. The use of the regulation college uniform effects a decided economy in clothing costs, including as it does, the major items of wardrobe expense except for black shoes, handkerchiefs, and underwear.

If a student takes reasonable care of his clothing, the Government uniform allowance is adequate to take care of his necessary clothing for the full four-year term.

All physically-qualified male students, except those who transfer with Senior Class rank, will wear the prescribed college uniform. The requirement of wearing the uniform does not apply to students transferring for summer work only or to teachers-in-service studying at the college.

Articles of Uniform Equipment

The regulation uniform for fall, winter and spring includes one wool blouse, one wool classroom jacket, two pairs of wool trousers, one wool service cap with rain cover, one pair of black leather gloves, one field jacket of drawstring type, four khaki trousers, six khaki shirts, two poplin shirts, one field cap, three ties, one black web belt, three pairs of white gloves, one pair of black military boots, six pairs of black socks, cap and collar ornaments, one white scarf, two fatigue uniforms, a military raincoat, physical education clothing, and two laundry bags.

Each cadet, at the start of the junior year, will be issued a blue dress uniform. The cost of this issue can come from U. S. Uniform Allowance for all cadets formally enrolled in military science classes, provided it has not been previously used by the cadet to purchase extra uniform items.

A student entering for the first time in the spring or summer quarter is advised to purchase the entire uniform; however, if necessary, he will be permitted to delay purchase of the woolen articles until fall. The Federal Government furnishes one fatigue uniform and the field jacket, but the cadet must buy all other articles. This issue by the Federal Government enables the college to reduce the uniform cost to a minimum figure.

One pair of black shoes must be furnished extra by the cadet and may be purchased before coming to the college or ordered through the college after arrival. These may be plain-toe, low-quarter shoes of conventional army type. Informal shoes of the so-called "loafer" type are not acceptable.

Purchase of the Uniform

Since the design and color of the North Georgia College uniform is a mark of distinction and pride, new students are advised to buy the uniform from the college canteen. Students should come to the college prepared to purchase the uniform at the time of entrance. The full price must be deposited with the Comptroller's Office, and any unused portion of this uniform deposit will be held for future purchases subject to refund on request from the parent any time after the first quarter closes.

Any article of uniform not purchased at the college canteen must be checked and approved by the Commandant under regulations provided by the Professor of Military Science. (Articles presented for approval must be identical to articles sold by

the college.) Acceptable uniform articles, as a rule, may not be purchased from other sources at as low a cost as provided here at the college.

Gymnasium Uniforms

Freshman and sophomore men, and upperclassmen who elect to take the work, are required to wear gym uniforms for physical training classes—shorts with T-shirts or warm-up suits, and rubber-soled gym shoes. Uniform shorts, warm-up suits, and bathing trunks are included in the uniform issue. Cadets are advised to bring T-shirts and gym shoes from home, but they may be purchased through the college after arrival.

Each young woman, for use in physical education, must provide herself with the regulation college gymnasium suit, the regulation college swimming pool suit, tennis slippers or shoes, and white socks. Gymnasium and swimming pool suits will be ordered through the College Canteen after measurements have been taken. Students are asked to furnish tennis shoes if they can secure them. If not, shoes will be ordered through the Canteen. Students will furnish their own tennis rackets and balls. It would be well to bring extra gymnasium shorts and slacks.

Canteen

The North Georgia College Students' Canteen, located on the ground level of the Academic Building, is operated for the convenience of students and faculty. Here are sold soft drinks, sandwiches, other refreshments, and school supplies. In this area also is located a central TV lounge, uniform-sales area, and the bookstore and classroom supply sales area.

The John C. Sirmons Chapter of the Student N.E.A. manages a used-book exchange for the convenience of students.

The Business Administration Club sponsors and operates a used-uniform exchange.

There is provided in each dormitory a branch canteen operated by the students for their convenience during the evening hours when the main canteen is not open. Automatic soft drink and milk machines are also provided in each dormitory.

The Canteen also accommodates the college post office where mail is deposited and distributed. A box is available for each student and all students are assigned a box number regardless of their place of residence in Dahlonega. Each student is required to check his post-office box daily for communica-

tions from various departments as well as for outside mail. The correct address will be: the student's name, N.G.C., Box———, Dahlonega, Georgia 30533.

Entertainment of Guests

Students may entertain guests in the dining hall by making previous arrangements with the dietitian. The charge is 75 cents for each meal.

Personal Deposits

It is recommended that each student deposit personal funds in the local bank. The college is not prepared to handle personal funds for students.

STUDENT AID

Work Study Program—The Work Study Program sponsored by the Federal Government and North Georgia College enables many of our students to pay a portion of their expenses by working on campus during the school year. Application should be made to the Director of Student Aid.

Opportunity Grants—The federal program of direct grants to students from low income families will be available to North Georgia College students. Detailed information may be had from the Director of Student Aid.

LOAN FUNDS

Charles McDonald Brown Fund

The purpose of the Charles McDonald Brown Loan Fund is to aid worthy young men who are unable to pay their way through college. The applicant must be at least eighteen years of age, in good health, and of proven intellectual ability. Students must reside in one of the following counties: Rabun, Habersham, Union, Towns, Fannin, Dawson, Murray, White, Lumpkin, Gilmer, Pickens, Cherokee, Forsyth, Stephens, Banks, Hall, Madison, and Hart in Georgia, and Oconee, Anderson, and Pickens in South Carolina.

All applications for a Brown Loan Fund should be sent to the chairman of the committee, Mr. H. H. Gilbert, Jr., Dahlonega, Georgia.

Moore Loan Fund

This fund was donated by Mr. John H. Moore of Dahlonega, formerly a trustee of the college. The purpose of the fund is to provide a limited number of students with that portion of their expenses which they are unable to furnish in cash. Preference is given the graduates of the local Lumpkin County High School. Loan notes bear 4% interest on unpaid balances from date of loan and must be endorsed by two responsible persons. Applications for aid from the Moore Fund should be made to Mr. H. H. Gilbert, Jr., Dahlonega, Georgia.

Pickett and Hatcher Educational Fund

The late Mr. Claud A. Hatcher of Columbus, Georgia, created an educational loan fund for the purpose of aiding a large number of worthy students in securing courses in broad liberal college training. Loans are available for students of all classes. Limitations prevent loans being granted to students of law, medicine, and for the ministry.

Applications and requests for additional information should be addressed to Pickett and Hatcher Educational Fund, 215 First National Bank Building, Columbus, Georgia.

Senior Loan Fund

Several senior classes have contributed to a fund to assist members of any current senior class. Loans bear no interest, but those aided usually make a contribution to the fund to help someone else.

National Defense Student Loan Fund

North Georgia College is participating in the National Defense Student Loan Fund as authorized by the National Defense Education Act of 1958. Since the general provisions of these loans have been widely publicized, they are not detailed here. Complete information may be secured from Mr. H. H. Gilbert, Jr., Chairman, Student Loan Committee.

Colonel William Manning Smith Memorial Loan Fund

This fund was established in 1960 by members of the family of the late Colonel Smith, who graduated from North Georgia College in 1900. From it, loans are available to members of the Junior and Senior Classes.

Captain Charles Buford Johnson, Jr. Memorial Loan Fund

This fund was established in 1963 through the initiative of North Georgia College graduates, presently Army officers, and members and friends of the family of the late Capt. Johnson, who graduated from North Georgia in the Class of 1957.

Regents' Scholarships

The Board of Regents of the University System of Georgia receives from the State certain funds from which scholarships may be granted to residents of Georgia attending institutions of the University System. These scholarships were established for the purpose of assisting students of superior ability who need financial aid in order to attend college. The scholarship program is administered by the institutions of the University System in accordance with policies established by the Board of Regents. A student who wishes to apply for a scholarship should direct his application to the Director of Student Aid, North Georgia College, Dahlonega, Georgia.

PERSONNEL SERVICES

Counseling and Testing Service

The student Counseling Office is an agency that is devoted almost exclusively to counseling with students on their educational, vocational, and personal problems.

The College seeks to have each individual become familiar with a wide range of information about himself: his interests, his abilities, and his plans for the future. The Counseling Office offers facilities which are helpful in acquiring this information. These facilities are available to all students without charge.

Orientation of New Students

Orientation of new students is under the direction of the Director of Guidance. Normally, this association is continued until the student chooses his field of concentration. The Head of the Department in which the student chooses a major field then becomes the adviser.

Selection of Courses

Students who have selected a major field of concentration at the time of entrance will be assigned to the Chairman of the chosen departmental major for assistance in selecting courses each quarter. Students who have not selected a major will be assigned to a faculty adviser. This adviser will assist in the selection of courses and the arrangement of schedules until a decision is made concerning the major field of concentration.

Placement Service

The placement service of North Georgia College is organized for students and graduates of the college and for employers who seek college trained personnel. Each year the college arranges interviews for well-known firms and institutions visiting the campus. Through contacts with business organizations and graduates, opportunities for employment are called to the attention of the student body.

REQUIREMENTS FOR GRADUATION

Degrees

The college offers sequences of courses leading to the Bachelor of Arts and the Bachelor of Science degrees.

Basic Curriculum

The requirements of the lower division years total approximately 90 quarter hours, exclusive of basic military science for men and physical education for women. This Basic Curriculum, unless so stated elsewhere, is required of lower-division students. The successful completion of 80 of these basic hours with a total of 160 quality points is prerequisite to upper-division standing.

English	20 quarter hours
Social Science	15 quarter hours
*Mathematics	5 or 10 quarter hours
Science	15 quarter hours
Modern Language: until completion of degree requirements or specific requirements of degrees not requiring language	10-20 quarter hours
Approved Electives	15-20 quarter hours
Total	90 quarter hours

Language, where required for the degree, unless so stated elsewhere, should be started by the beginning of the second year. Any language exemptions earned through high-school language credit may be utilized for additional electives.

*Exceptions are made in secretarial science, home economics, and elementary and junior-high education.

Language Requirements

Bachelor of Arts Degree: The modern language requirement is twenty quarter hours in one language.

Bachelor of Science Degree with major programs in mathematics, physics, or chemistry: The modern language requirement is fifteen quarter hours in one language.

Bachelor of Science Degree in Business Administration: See Business Administration Requirements.

Students offering two high school units in a foreign language will take a placement test in that language. A passing score on the test will entitle admission to the third course (211) of the language offered for entrance, thereby reducing the foreign language requirement to ten quarter hours in college (211 and 212). If the student who passes the language placement test wishes to continue the language and repeat the elementary courses 101 and 102, he will not get credit for the latter until he has completed 211 and 212.

Majors and Minors

By the time a student has accumulated ninety quarter hours' credit and one hundred and eighty quality points, he should have decided upon a major field of concentration. At least fifty quarter hours' credit must be successfully completed in this field of concentration. Courses required in the basic curriculum may not be used in the major field of concentration.

Within this field, under the direction of the department head, the student selects a departmental major of at least thirty quarter hours and a closely related departmental minor of at least twenty quarter hours. In business administration, home economics, physical education, elementary education, and higher-grades education the major and minor are in the same field, each leading to the Bachelor of Science degree.

Related major and minor fields for the Bachelor of Arts degree are Economics, English, History, Languages, Mathematics, Political Science and Psychology. Related major and minor fields for the Bachelor of Science degree are Biology, Chemistry, Economics, Mathematics, Physics, Political Science, and Psychology.

The student must maintain a minimum average of 2.00 in his field of concentration and take at least fifteen hours in his major subject in the senior year.

In the field of concentration program, both required and elective courses must be approved by the student's adviser and by the Dean. The program then becomes a requirement for the degree. All approvals must be in writing and filed in the Office of the Registrar.

No major or minor may be changed without written recommendation from the major professor and approval by the Dean. Such changes will usually not be permitted later than the third quarter of the junior year. The change will probably result in loss of credit required for the degree and may necessitate an additional quarter or more to meet the full outlined requirements of the proposed new program.

A standard, three-year, pre-medical program is offered, but the degree of Bachelor of Science may be conferred upon the completion of the fourth year of pre-medical work. The degree may also be awarded upon the full completion of the first year's work in a standard, approved school of medicine.

A standard, three-year, pre-medical technology program is

offered. The Bachelor of Science degree may be awarded upon the completion of one year's study in an approved institution and the approval of the American Association of Clinical Pathologists.

Candidacy for the Degree

Membership in the Senior Class does not within itself imply candidacy for the degree. Before the degree can be conferred all indebtedness to the college must be met and the published requirements for the particular degree fulfilled. Responsibility for meeting these requirements rests upon the student, and each candidate should check with the Registrar and also the Dean of the College his program for graduation. A final checking with each official should be made at the beginning of the student's last quarter. Failure to meet these obligations will cause the student to assume responsibility in case of error or omission in his program.

Application for Degree

Formal written application for the degree must be filed with the Registrar at least six weeks before the student expects to complete the outlined degree requirements. Special forms for this application may be secured from the Registrar.

Requirements for the Degree

For the Bachelor of Arts or the Bachelor of Science degree the student must complete the requirements of the basic curriculum, must fulfill the major and minor requirements, and offer sufficient approved elective courses to bring the total number of credit hours to at least 195. These hours include: basic military science and physical education (10 hours) required of freshman and sophomore men; and work in physical education required of freshman and sophomore women (10 hours).

As a part of the required 195 hours, all men must offer 18 hours in advanced military science unless excused because of physical disability, or, in the case of veterans or advanced transfer students, exemption has been requested and received.

If, because of physical disability or other reason, a student is excused from basic military science or physical education, a like number of academic hours must be substituted*.

*Married women are excused from basic physical education and are not required to take additional academic hours.

A Georgia law requires that all candidates for a degree from an institution supported by public funds shall pass an examination "of the History of the United States, and the History of Georgia, and upon the provisions and principles of the United States Constitution and the Constitution of Georgia."

The Social Science Department will administer these examinations upon written request from the student and at such time and place as convenient to the student and the Department.

The requirements for instruction in the above areas can be met by satisfactorily completing Political Science 201 (for the state and national Constitutions) and History 202 (for the state and national history). Students passing the above courses will meet the requirements for an examination in the areas specified.

Required courses take precedence over elective courses.

A student must complete a minimum of 45 quarter hours in residence during the three quarters prior to graduation.

Graduation depends upon quality of work done as well as quantity. Every candidate for the degree must complete at least 195 hours of academic work, basic military science, and physical education. In these hours of academic work, each candidate for the degree must earn 370 quality points. A minimum average of C must be maintained during the last three quarters, regardless of the number of quality points previously earned. Not more than twenty-five per cent of the credits for graduation may be of D grades.

No student may be declared a graduate of the college until all requirements for entrance and for graduation have been met, the degree conferred, and the diploma awarded. Each candidate must be present at graduation unless excused in writing by the Dean.

COURSES OF STUDY

Pre-Professional Programs

Pre-Law

A legal education requires a liberal-arts background of a broad nature. English, Language, American History, Economics, and English History should be delved into thoroughly.

The pre-legal adviser will select courses for pre-law students from the following:

English 101, 102 or 105H.	
English 203, 204 or 205, 206	15 or 20 hours
Foreign Language	10-20 hours
Mathematics 113 or 111, 106	5-10 hours
Science	30 hours
Political Science 201, 301 or 305	10 hours
Economics 151, 302	10 hours
Psychology 201	5 hours
Sociology 201	5 hours
History 101, 102, 202, 301, 302, 311	30 hours
Philosophy 208	5 hours
Military and Physical Education	10 hours
	<hr/>
	130 to 145 hours

Pre-Medicine

The normal time for the pre-medical program is four years. If a student maintains an extremely high average (approximately 3.50), he may apply for admission at the end of three years. If the student completes the Pre-Medical requirements in three years, he may finish the requirements for a degree from North Georgia College by using the credits of the first successful year completed at the medical college of his choice. The medical student may major in Biology, Chemistry, Physics, or any other subject. Electives should not be taken in the sciences, and should be in the field of the student's interest other than science. The student can complete a major in biology by taking four additional courses in biology and can complete a major in chemistry by taking two additional courses in chemistry. It is re-emphasized that a pre-medical course does not emphasize the sciences at the exclusion of the humanities; therefore, a pre-medical student may major in a non-science field.

(THE THREE-YEAR PROGRAM)

Pre-Medical

English	10-15 hours
French or German	15 hours
Mathematics 113 or 111, 106	5-10 hours
Psychology 201	5 hours
Social Science 101, 102, and 202, Pol Sci. 201	20 hours
Chemistry 121, 122, 123, 204, 301, 302	30 hours
Physics 223, 224, 225	15 hours
Biology 101, 220, 321, 400, 401	26 hours
Basic Military Science or Physical Education	10 hours
Approved Electives	20-10 hours

Pre-Medical Technology

Below is found the standard three year pre-medical technology program available at North Georgia College. The college is affiliated with several hospitals in this area whose schools of medical technology are approved by the American Society of Clinical Pathologists. After the satisfactory completion of the year of training in one of these schools and after passing the examination given by the Registry of Medical Technologists, North Georgia College will grant the Bachelor of Science Degree.

French or German	10-15 hours
Mathematics 111, 106 or 113	5-10 hours
Psychology 201	5 hours
Social Science 101, 102, 202, and Pol Sci. 201	20 hours
Chemistry 121, 122, 123, 204, 200	25 hours
Physics	5 hours
Biology 220, 221, 320, 321, 324	27 hours
Physical Education	10 hours
Electives	10-20 hours
English 101, 102 or 105H.	
English 203, 204 or 205, 206	15 or 20 hours

Senior Pre-Medical Technology

A student having completed the program outlined above, and who remains at North Georgia College for the fourth year, should complete a major in biology or chemistry and take other courses as advised by the faculty head of the department in which the student has selected a major. At least 45 quarter hours must be completed during the senior or fourth year.

Pre-Dental

(Two Years)

The minimum requirements for admission to dental school are at least 90 quarter hours.

Chemistry 121, 122, 123, 200	20 hours
Biology 220, 321	10 hours
Physics 223, 224, 225	15 hours
English 101, 102 or 105 H	10 hours
Electives	35 hours
TOTAL	90 hours

It is desirable that two courses in organic chemistry be taken. The electives should include the humanities and the social sciences. The admissions committees of dental schools look with favor on those who have extended their collegiate experience by one or two years to include further studies in humanities, languages, and social sciences.

Pre-Pharmacy

(Two Years)

Chemistry 121, 122, 123	15 hours
Biology 101, 102, 220	15 hours
English 101, 102 or 105H.	
English 203, 204 or 205, 206	15 or 20 hours
Mathematics 111, 106 or 113	5-10 hours
Physics 223	5 hours
History 101	5 hours
Political Science 201	5 hours
B. A. 151 (Economics)	5 hours
Electives	15 hours
TOTAL	90 hours

Electives should be chosen from the humanities, social sciences, or languages.

COURSES OF STUDY

BACHELOR OF SCIENCE DEGREE IN BIOLOGY

(Course Requirements)

English 101, 102 or 105H.	
English 203, 204 or 205, 206	15 or 20 hours
Mathematics 111, 106 or 113	5-10 hours
Modern Language - see requirements, page 46	15 hours
History 101, 102, 202	15 hours
Philosophy 208	5 hours
Science (in addition to major and minor)	20 hours
Political Science 201	5 hours
Psychology 201	5 hours
Basic Military Science or Physical Education	10 hours
A major in biology consists of eight (8) courses including the following under the direction of the head of the department: 220, 221, 222, 320, 321 and 401	
40 hours	
Minor (chosen from other fields	
listed on page 47	20 hours
Electives	30 hours

COURSES IN BIOLOGY

101: GENERAL BIOLOGY 5 hours

Fall, Winter, Spring and Summer Quarters.

An introductory course presenting the fundamental principles of biological sciences as revealed by a study of selected plants and animals. Histology, anatomy, and physiology are stressed. Laboratory work includes the use of the microscope, a brief survey of the major groups of plants and animals, and the dissection of a vertebrate. Four lectures and one two-hour laboratory each week.

102: GENERAL BIOLOGY 5 hours

Fall, Winter, Spring and Summer Quarters.

Prerequisite: Biology 101

A continuation of Biology 101, dealing with reproduction, embryology, genetics, evolution, ecology, and communicable diseases. Four lectures and one two-hour laboratory period each week.

220: INVERTEBRATE ZOOLOGY 5 hours

Fall, Spring and Summer Quarters.

Prerequisites: Biology 101 and 102.

This course precedes other upper level courses in the department. The structure and activities of lower animals will be stressed. The student will acquire dissection techniques and a knowledge of the phylogenetic relationships of the invertebrate animals. Three lectures and one 4-hour laboratory period per week.

221, 222: BOTANY 5, 5 hours

Fall, Winter and Summer Quarters.

Prerequisite: Biology 101.

A survey of the plant kingdom with emphasis upon the economic plants. Botany 221 deals primarily with the structure and physiology of seed-bearing plants. Botany 222, a continuation of Botany 221, places emphasis on development, reproduction, and relationships. Four hours of lectures and one two-hour laboratory period each week.

320: GENETICS 5 hours

Prerequisite: Biology 220, or Permission of the Head of the Department.

A study of the principles of heredity in plants and animals, with applications to human heredity. Four lectures and one two-hour laboratory period per week.

321: COMPARATIVE ANATOMY OF THE VERTEBRATES. 6 hours

Winter Quarter. **Prerequisite:** Zoology 220.

A course especially for pre-medical students and biology majors who need preparation for more intensive study of human anatomy. Representative vertebrates will be dissected and studied in the laboratory. Three lectures and two three-hour laboratory periods per week.

322: ANATOMY OF THE CAT. 5 hours

Spring Quarter. **Prerequisite:** Zoology 321.

The course is divided into osteology, myology, visceral anatomy, vascular and nervous system. Three lectures and two two-hour laboratory periods per week.

323: HUMAN ANATOMY AND PHYSIOLOGY. 5 hours

Fall Quarter. Prerequisite: Biology 220.

One course in inorganic chemistry recommended.

An advanced course in the general structure and function of the human body. Four lectures and one two-hour laboratory period per week.

324: INTRODUCTORY BACTERIOLOGY. 6 hours

Fall Quarter. Prerequisite: Two courses in chemistry and Biology 221.

Introduction to bacteriological principles and techniques will be given. The course is designed for students in home economics and for technicians and biology majors. Three lectures and two two-hour laboratory periods per week.

400: ANIMAL HISTOLOGY. 5 hours

Winter Quarter. Prerequisite: Biology 321.

A study of histological structure of organ systems in the higher vertebrate groups. Three lectures and two two-hour laboratory periods per week.

401: GENERAL EMBRYOLOGY. 5 hours

Spring Quarter. Prerequisite: Biology 321.

A study of the germ cells and early development stages of vertebrates. Emphasis is placed on organology of the chick, pig, and man. Three lectures and one four-hour laboratory period per week.

402: ENTOMOLOGY. 5 hours

Spring Quarter. Prerequisite: Biology 220.

A study is made of the insects and related arthropods as they affect the public health and animal and plant industry. This course is planned for biology majors, especially those who may wish to go into public health work. Three lectures and one four-hour laboratory period per week.

410 a, b, c: INDEPENDENT STUDIES. 1 hour

Offered on a voluntary basis to qualified biology majors during the senior year by permission of the Head of the Department. The student will pursue advanced study under the supervision of a staff member.

BACHELOR OF SCIENCE DEGREE

DEPARTMENT OF BUSINESS ADMINISTRATION

The general purpose of the Department of Business Administration is to provide a program of both liberal and specialized education that will prepare our students for beginning useful careers as business leaders of increasing responsibility.

The specific purposes of the Department of Business Administration are:

1. To provide for our students the knowledge and analytical techniques that are essential to successful employment after graduation.
2. To develop within the student the qualities of vigor of mind and imagination and the ability to work with and to lead others.
3. To prepare our students for the successful pursuit of graduate study in business administration and economics.
4. To contribute to the development of student character that provides greater assurance of their adherence to high principles under conditions of stress.
5. To contribute to the development of the student's ability to be open minded and his willingness to continue to grow on his own initiative and to respond desirably to change.

Bachelor of Science Degree

Business Administration—Management Concentration

English 101, 102, 203, and 204 or 205 and 206	
or English 105H, 203, and 204 or 205 and 206	15-20 hours
History 101, 102, and 202	15 hours
Mathematics 111 and 206 or 113H	5-10 hours
Modern Foreign Language or *Approved	
Substitutes	10-15 hours
Political Science 201	5 hours
Science	15 hours
Business Administration 151, 152, 206, 207,	
302, 340, 350, 360, 362, 416, 420, 460,	
465, 480, 490, and 495	80 hours
Basic Military Science or Physical Education	10 hours
Advanced Military Science (Men)	18 hours
*Electives (Men)	22-7 hours
*Electives (Women)	40-25 hours
TOTAL	195 hours

Bachelor of Science Degree

Business Administration—Accounting Concentration

English 101, 102, 203, and 204 or 205 and 206	
or English 105H, 203, and 204 or 205 and 206	15-20 hours
History 101 and 102	10 hours
Mathematics 111 and 206, or 113H	5-10 hours
Political Science 201	5 hours
Science	15 hours
Business Administration 151, 152, 206, 207,	
302, 340, 350, 360, 362, 416, 420, 460,	
465, 480, and 490	75 hours
Basic Military Science or Physical Education	10 hours

Advanced Military Science (Men)	18 hours
Concentration: Business Administration 380, 385, 390, 395, 425, and 426	30 hours
*Electives (Men)	12-2 hours
*Electives (Women)	30-20 hours
TOTAL	195 hours

Bachelor of Science Degree

Business Administration—Economics Concentration

English 101, 102, 203, and 204 or 205 and 206 or English 105H, 203, and 204 or 205 and 206	15-20 hours
History 101, 102, and 202	15 hours
Mathematics 111 and 206 or 113H	5-10 hours
Political Science 201	5 hours
Science	15 hours
Business Administration 151, 152, 206, 207, 302, 340, 350, 360, 362, 416, 420, 460, 465, 480, 490, and 495	80 hours
Basic Military Science or Physical Education	10 hours
Advanced Military Science (Men)	18 hours
Concentration: Business Administration 370, 375, and 440	15 hours
*Electives (Men)	22-12 hours
*Electives (Women)	40-30 hours

TOTAL 195 hours

(Students pursuing this concentration are encouraged to complete a 10-15 quarter hours Modern Foreign Language sequence.)

Bachelor of Science Degree

Business Administration

Secretarial Studies Concentration

English 101, 102, 203, and 204 or 205 and 206 or English 105H, 203, and 204 or 205 and 206	15-20 hours
History 101, 102, and 202	15 hours
Mathematics 111 or 113H	5 hours
Political Science 201	5 hours
Science	5 hours
Business Administration 151, 152, 206, 207, 302, 350, 362, 416, 420, 460, 465, 480, 490, and 495	70 hours
Physical Education	10 hours
Concentration: Business Administration 312, 314, 315, 320, 321, 322, 418, and 424	31 hours
*Electives	29-24 hours

TOTAL 195 hours

*All electives and/or substitutes in the above program must have the approval of the Head of the Department of Business Administration.

Minor in Economics

A Minor in Economics will consist of the following courses: Business Administration 151, 152, and three additional courses from Business Administration 350, 370, 375, 440, 460, and 490.

COURSES IN BUSINESS ADMINISTRATION

151. PRINCIPLES OF ECONOMICS. 5 hours

Fall, Winter, Spring and Summer Quarters

This course provides an introduction to economic analysis by presenting an overall picture of the operation of our economy. Specific topics covered include economic institutions of American capitalism, employment theory, fiscal policy, money and banking, and economic growth.

152. PRINCIPLES OF ECONOMICS. 5 hours

Fall, Winter, Spring and Summer Quarters. Prerequisite: Business Administration 151.

A study of economics which concentrates on the determination of prices in competitive and monopolistic markets, distribution of income along functional lines, international trade, and comparative economic systems.

206. PRINCIPLES OF ACCOUNTING. 5 hours

Fall and Winter Quarters.

An introductory course in standard accounting practice. Recognized procedures and conventions are explained and used for recording, analyzing, and interpreting the records primarily for a proprietorship type of business organization. Three lecture hours and two two-hour laboratories each week.

207. PRINCIPLES OF ACCOUNTING. 5 hours

Winter and Spring Quarters. Prerequisite: Business Administration 206.

A continuation of Business Administration 206 with emphasis on payrolls, taxes, partnership and corporate accounting procedures, and on accounting methods for manufacturing operations. Problems of partnerships, corporations, departments and branches, and statement of analysis are considered. Three lecture hours and two two-hour laboratories each week.

302. ECONOMIC GEOGRAPHY. 5 hours

Winter and Summer Quarters

A study of the effects of man's environment on his economic activity to develop a basis for a better understanding of world production in agriculture, forestry, mining, and manufacturing. Distribution of the world's physical features, mineral resources, soils and climates are major topics emphasized; while the economic

geography of selected places in various parts of the world is considered in greater detail.

312. BEGINNING TYPEWRITING. 2 hours

Fall Quarter.

An introductory course in typewriting. Major emphasis is given to the techniques of machine operation, speed, accuracy, and continuity and control of movement in the development of usable typewriting skills. Business-letter forms and problem typewriting are introduced.

314. INTERMEDIATE TYPEWRITING. 2 hours

Winter Quarter. Prerequisite: Business Administration 312.

A continuation of Business Administration 312. Further study of the theory and techniques of typewriting, including a thorough study of business-letter forms, tabulated material, and manuscripts. Successful completion of this course requires a speed of 45 words a minute.

315. ADVANCED TYPEWRITING. 2 hours

Spring Quarter. Prerequisite: Business Administration 314.

A continuation of 314. Major emphasis is on the development of speed and accuracy sufficient for vocational use. Successful completing of this course requires a speed of 60 words a minute. Open for credit to secretarial students only.

320. BEGINNING SHORTHAND. 5 hours

Fall Quarter.

The theory of Gregg Shorthand with sufficient practice to develop skill in taking dictation at a speed of 60 words a minute. Secretarial duties and traits are given some consideration. Personal use as well as vocational values are emphasized. Credit not given until Business Administration 321 is completed.

321. INTERMEDIATE SHORTHAND. 5 hours

Winter Quarter. Prerequisite: Business Administration 320.

A continuation of Business Administration 320. Sufficient practice to develop skill in taking dictation at a speed of 80 words a minute.

322. ADVANCED SHORTHAND. 5 hours

Spring Quarter. Prerequisite: Business Administration 321.

A continuation of Business Administration 321. Rapid dictation and transcription are the major objectives. A dictation speed of 100 words a minute required.

330. CONSUMER ECONOMICS. 3 hours

On Demand

This course is designed for teachers as well as for those who desire a detailed study of consumer problems. The more important elements of consumer education are reviewed, including consumer goods, consumers' services, buying problems, consumer organization, problems of personal finance, and well-balanced spending programs.

340. MATHEMATICS OF FINANCE. 5 hours

Fall Quarter. Prerequisites: Business Administration 151 and Mathematics 111 and 106.

A study of mathematical procedures involved in the calculation of simple and compound interest, simple discount, annuities, amortization, sinking funds, valuation of bonds, life annuities and insurance.

350. PRINCIPLES OF MARKETING. 5 hours

Fall Quarter. Prerequisites: Business Administration 151 and 152.

A functional study of market organization designed to introduce the student to the major institutions and basic theory in the field of marketing. Different levels of marketing, organizations operating at each level and their functions, price policy, marketing cost, and relative efficiency of various marketing methods are the principal topics emphasized.

360. PRINCIPLES OF STATISTICS. 5 hours

Winter Quarter. Prerequisites: Business Administration 151 and 152.

A course in statistical materials and methods with special reference to the economic applications of these methods. Topics covered will include collection, tabulation and presentation of data, sampling theory, frequency distribution, averages, dispersion and skewness, index numbers, the analysis of time series, correlation methods, confidence limits, and test of significance.

362. BUSINESS LAW. 5 hours

Spring Quarter. Prerequisites: Business Administration 151 and 152.

A study of contracts, sales, bailments, negotiable instruments, the law of employment, partnerships and corporations, and riskbearing devices. Several digests of decided cases are studied with each topic to make the discussion of principles specific and meaningful. Reference is made to modern legislation affecting business and employers.

370. INTERMEDIATE ECONOMIC ANALYSIS. 5 hours

Winter Quarter, 1967. Prerequisites: Business Administration 151 and 152.

An intensive study of price theory and its uses. Specific topics covered include the theory of demand, the theory of the firm, pricing in competitive and monopolistic markets, and the pricing of economic resources.

375. MACROECONOMIC ANALYSIS. 5 hours

Spring Quarter 1967. Prerequisites: Business Administration 151 and 152.

An intensive study of the measurement analysis and control of aggregate economic activity. The economic principles underlying national income, business cycles, and growth are examined; and particular attention is given to problems involved in formulating appropriate economic policies.

380. INTERMEDIATE ACCOUNTING. 5 hours

Fall Quarter. Prerequisites: Business Administration 206 and 207.

An advanced study of the theory, principles, and procedures of corporate, partnership and proprietorship forms of business. This includes the fundamental accounting processes, financial statements, working capital items, valuation procedures, current liabilities, investments, plant and equipment acquisition and use.

385. INTERMEDIATE ACCOUNTING. 5 hours

Winter Quarter. Prerequisites: Business Administration 380.

A continuation of Business Administration 380 providing depth and breadth of theory coverage. Major emphasis on accounting for intangibles, long-term debt, corporate capital, paid-in capital, retained earnings, analytical processes, and statements of application of funds.

390. ADVANCED ACCOUNTING. 5 hours

Spring Quarter. Prerequisites: Business Administration 380 and 385.

A more advanced study of accounting procedures with attention given to the more difficult and specialized phases that arise in consignment, installment, sales, larger organizations, consolidations, estates and trusts, and actuarial science.

395. AUDITING. 5 hours

Spring Quarter 1967. Prerequisites: Business Administration 206 and 207.

A course in the theory and practice of professional and general auditing. The student will gain the basis for the expression of a general opinion regarding the conformity with accepted accounting procedure of statements prepared by a corporation or other forms of business. Auditing standards, internal control, government regulation, and formal report writing are other major topics emphasized.

416. BUSINESS COMMUNICATIONS. 5 hours

Fall Quarter. Prerequisites: English 101 and 102.

Practice in the use of correct and forceful English in writing business letters and reports. Study and analysis of sales, credit, adjustment, application letters and business reports. The course considers the problems of the businessman in communicating through the written word.

418. OFFICE MACHINES. 5 hours

Spring Quarter, 1968. Prerequisites: Business Administration 315 and 322.

An introductory course covering various types of office machines and their use. Students receive instruction and do individual work on adding, calculating, transcribing, posting, direct process and indirect process duplicating machines, and other machines in common use in modern business offices.

420. INDUSTRIAL MANAGEMENT. 5 hours

Winter Quarter. Prerequisites: Business Administration 151 and 152.

This course is designed to familiarize students with the functions of the management process. Major emphasis is devoted to planning, organizing, and controlling and their subfunctions. Attention is given to the new techniques and tools of planning including electronic computers.

424. ADVANCED SECRETARIAL PRACTICE. 5 hours

Spring Quarter 1967. Prerequisites: Business Administration 315 and 322.

This course combines shorthand and typewriting in the transcription of shorthand notes and the development of office proficiency. Various activities of the modern office will be observed with special emphasis placed on the principles, procedures, and systems of filing with sufficient practice with laboratory sets to develop facility and skill.

425. INCOME TAX ACCOUNTING. 5 hours

Winter Quarter 1967. Prerequisites: Business Administration 206 and 207.

A study of federal income tax laws. The various types of returns are studied and emphasis is placed on the determination of income and legal deductions in order to determine taxable net income.

426. COST ACCOUNTING. 5 hours

Spring Quarter, 1968. Prerequisites: Business Administration 206 and 207.

A study of the theory and practice of accounting for the costs of manufacturing and selling. The treatment of labor material and overhead are given detailed consideration. Designed to develop an appreciation of the uses of cost information in the administration and control of business organizations.

430. SALESMANSHIP. 5 hours

On Demand.

A study of scientific methods of salesmanship. Analysis of prospects, knowledge of merchandise and its uses, preparation of sales talks, methods of approach and securing attention and interest, methods of handling objections and closing sales, and the selection and training of salesmen are the major topics emphasized.

440. COMPARATIVE ECONOMIC SYSTEMS. 5 hours

Fall Quarter 1966. Prerequisites: Business Administration 151 and 152.

The institutional structure of each of the major economic systems is described and analyzed. Comparisons are made with a view toward an evaluation of each system's ability to serve the needs of man.

**445. DEVELOPMENT OF ECONOMIC
THOUGHT.****5 hours**

Winter Quarter 1968. Prerequisites: Business Administration 151 and 152.

A study of the development of economic ideas with major emphasis on writers beginning with the Mercantilist School and continuing through the Keynesian School. The purpose of the course is to establish a synthesis of evolving doctrines which have the basis of currently accepted economic theory.

450. INTERNATIONAL ECONOMICS.**5 hours**

Spring Quarter 1968. Prerequisites: Business Administration 151 and 152.

An analysis of the theoretical principles underlying international trade with an application of these principles to recent historical developments and to current national policies.

460. MONEY AND BANKING.**5 hours**

Fall Quarter. Prerequisites: Business Administration 151 and 152.

A study of the basic principles and concepts of money and credit and their importance in the present economy. The major topics emphasized are the key role of the commercial banking system in our economy, central banking as a means of expanding and stabilizing the supply of money and credit, monetary theory, monetary and fiscal policies, international banking and finance, and other banking and credit institutions.

465. BUSINESS FINANCE.**5 hours**

Winter Quarter. Prerequisites: Business Administration 151 and 152.

A study of financial organization and management from the standpoint of the chief financial officer of an operating business. Major topics emphasized are choosing a form of organization, sources of financing their requirements, tools of financing a business, and controlling the finances of a business organization.

470. INVESTMENT MANAGEMENT.**5 hours**

On Demand. Prerequisites: Business Administration 151 and 152.

The purpose of the course is to provide training in the formulation of investment programs and the determination of policy adapted to the student's individual needs. The principal topics

studied include sources of information for the investor, types of securities, security markets and their operation, movement of security prices, types of industries and their characteristics, analysis of financial statements, and investment principles and safe-guards.

480. RETAILING MANAGEMENT. 5 hours

Spring Quarter. Prerequisites: Business Administration 151 and 152.

A study of the organization, planning, policies, procedures, problems, and controlling of the various types of retailing institutions. The major topics emphasized include the selection of retailing locations, organization of retailing establishments, merchandising policies, and procedures, retailing services, and the selection, training, compensation and supervision of retailing personnel.

490. LABOR ECONOMICS. 5 hours

Fall Quarter. Prerequisites: Business Administration 151 and 152.

A study of the origin of the labor movement, population and the labor force, organized labor today, union organization and management, collective bargaining, the problem of unemployment, full employment, wage theory and policies, and labor legislation. The various theories of the labor movement and current collective bargaining problems are considered.

495. PERSONNEL MANAGEMENT. 5 hours

Spring Quarter. Prerequisites: Business Administration 151 and 152.

A study of the principles and procedures in the recruitment, selection, and placement of a labor force; treatment of grievances; problems of collective bargaining; compensation policies; merit rating; promotion; transfer and discharge; training; and personnel records.

**498. BUSINESS AND ECONOMIC POLICY
DECISION PROBLEMS. 2 hours**

Spring Quarter. Prerequisite: Senior Standing in Business Administration.

Offered on a voluntary basis to qualified seniors through the permission of the Head of the Department. Investigation, conducted independently or collectively by small groups of select students under the supervision of a staff member, will involve some of the fundamental problems of policy decision appropriate to the capability and interests of the students concerned.

DEPARTMENT OF CHEMISTRY

The Department of Chemistry offers courses leading to two levels; the professional major (12-15 courses) and the non-professional major (8 courses). The difference in the professional major and the non-professional major is explained below.

THE PROFESSIONAL CURRICULUM IN CHEMISTRY

If a student pursues the professional curriculum, it is presumed that the student wishes to become a professional chemist. Excellent employment is available if the student completes the B.S. degree; however, the student is strongly urged to secure the M.S. or Ph.D. degree at some institution of higher learning in preparation for his career in chemical or industrial research. Since the Bachelor of Science degree in chemistry is rather demanding in scientific knowledge, skills as well as mathematics, they should maintain a general average of B at least in the upper division. If he should not do so he will be asked to shift to the less demanding non-professional major in chemistry. The non-professional degree will not qualify a student for graduate school and his laboratory employment would be in the nature of that of a technician.

PROFESSIONAL MAJOR REQUIREMENTS

Chemistry 121, 122, 123, 204, 231, 232, 233, 341, 342, 343, 421, 441, 451, a,b,c,.....	66 hrs.
Mathematics 106, 111, 122, 245, 246, 247.....	30 hrs.
Physics 223, 224, 225, 240.....	20 hrs.
English 101, 102, or 105H and two courses in Literature	15-20 hrs.
Social Science - History 101, 102 and Pol. Sc. 201 or History 202	15 hrs.
German 101, 102, 211	15 hrs.
Basic Military Science and Physical Education	10 hrs.
Advanced Military Science	18 hrs.
Electives	6 hrs.

THE NON-PROFESSIONAL CURRICULUM IN CHEMISTRY

This curriculum is designed for those students who wish to study chemistry but who will probably not follow chemistry as a profession in chemical research. Such students might feel that chemistry would contribute toward a related profession. The student may be interested in a pre-medical or pre-engineering career, a

military career, a career as a laboratory technician, or a career in high school teaching or chemical sales. Although high scholarship is to be sought, the non-professional curriculum is less demanding in breadth of courses in chemistry and in mathematics than is the professional curriculum.

NON-PROFESSIONAL REQUIREMENTS

English 101, 102; 203 and 204 or 205 and 206	20 hrs.
Mathematics 106, 111	10 hrs.
Modern Languages (see requirements, page 46)	15 hrs.
Physics 101-102; Biology 220	15 hrs.
History 101, 102, 204	15 hrs.
Basic Military Science or Physical Education.....	10 hrs.
MAJOR IN CHEMISTRY consists of eight (8)	
courses, namely, 121, 122, 123, 204, 231,	
232, 340, and one other course	40 hrs.
Minor (chosen from other fields listed on page 47)	20 hrs.
Advanced Military	18 hrs.
Electives	32 hrs.
Based on a placement test, a student may be assigned 101 and 102 instead of 121 and 122.	

A MINOR IN CHEMISTRY

A minor in chemistry consists of Chemistry 121, 122, 200, and 311. Any departure from these four courses must be with the consent of both the major and minor professors. A student may be assigned to 101 and 102 instead of 121, 122. Scores on a standardized placement test will be the determining factor.

COURSES IN CHEMISTRY

101, 102. INTRODUCTORY CHEMISTRY 5, 5 hours

These courses are primarily for non-science majors. However, many students who need some chemistry such as home economics, pre-forestry, pre-agriculture may take these courses. The basis of assignment to Chemistry 101 and 102 or 121 and 122 will be a standardized placement test in chemistry and other scores. Courses 101 and 102 will best suit the needs of those students who do not have a strong background in high school chemistry, science, and mathematics. A student doing sufficiently well (75% average) may continue a chemistry sequence by taking 123. Four hours lecture and one three-hour laboratory period per week.

121, 122, 123. GENERAL CHEMISTRY AND 5, 5, 5 hours
QUALITATIVE ANALYSIS

Admission to these three courses will be by a standardized placement test and other scores. Normally these three courses would be taken by all science majors. (Also note schedule for a minor in chemistry.)

These courses will emphasize theory and mathematical applications more than 101 and 102 and will have a physical chemistry emphasis. Normally the student will have had a year of high school chemistry and at least three years of high school mathematics as well as high school physics.

Chem. 121—*Fall Quarter.*

Four hours lecture and one three-hour laboratory period per week.

Chem. 122—*Winter Quarter.*

Four hours lecture and one three-hour laboratory period per week.

Chem. 123—*Spring Quarter.*

Three hours lecture and two three-hour laboratory periods per week. The laboratory work of this course will consist of qualitative analysis.

204. QUANTITATIVE ANALYSIS (first course) 5 hours

Spring Quarter.

This course will consist of an introduction to gravimetric, volumetric and simple instrumental methods. The student will perform a gravimetric chloride and sulfate or iron and a volumetric chloride, and soda ash. The instruments studied are PH meter, colorimeter, electro anilizer and spectrophotometer. Students who should take or profit by taking this course are chemistry majors, biology majors, physics majors, and premedical students.

Two hours lecture and three four-hour laboratory periods per week.

200. ORGANIC CHEMISTRY (Brief Course). 6 hours

Spring Quarter.

A short course in organic chemistry. Five lectures and one four-hour laboratory period per week. This course should fill the needs not only of biology students for a minor but also of those in the pre dental, home economics, and medical technology programs.

231, 232, 233. ORGANIC CHEMISTRY
(Year Course)

5, 5, 5 hours

Fall, Winter, and Spring Quarters.

This course is the standard sophomore year course in organic chemistry. The course is taught on a theoretical basis of the mechanistic approach and not by functional groups. The text used would be selected from such texts as Morrison and Boyd, Cram and Hammond, Roberts and Bordwell. Three hours lecture and two three-hour laboratory periods per week.

311. INTRODUCTION TO BIOCHEMISTRY.

5 hours

Fall Quarter.

This course is especially for Biology majors and is considered the fourth course in a minor. The course must follow either chemistry 200 or 231 and 232. It is recommended that premedical students do not take this course. Four hours' lecture and one three-hour laboratory period per week.

340. PHYSICAL CHEMISTRY (Brief Course).

5 hours

Fall Quarter.

This course is a non-calculus introduction to physical chemistry. The course is required of non-professional chemistry majors and should be taken by premedical students since this course furnishes much of the background for biochemistry at medical college. Four hours lecture and one three-hour laboratory period per week.

341, 342, 343. PHYSICAL CHEMISTRY.

6, 6, 6 hours

Fall, Winter, and Spring Quarters. Prerequisites: Chemistry 204, 231, and 232; three quarters of general physics; two quarters of calculus.

A course presenting the fundamental principles of physical chemistry. Such topics as structure of atoms and molecules, states of matter, thermodynamics, chemical kinetics and catalysis, colloids, and the phase rule are discussed. The laboratory work is intergrated with the course work, and some familiarity with recent physiochemical techniques will be acquired. Four hours lecture and two three-hour laboratory periods each week.

421. INTERMEDIATE INORGANIC CHEMISTRY

5 hours

Fall Quarter.

An extension of the study of inorganic chemistry begun in general chemistry and qualitative analysis. The presentation is based on the periodic table, and such matters as atomic structure of the

elements, nature of the chemical bond, crystal systems and atomic configurations are discussed. Descriptive inorganic chemistry is also considered. Three hours lecture and two three-hour laboratory periods per week.

431. INTRODUCTION TO ORGANIC ANALYSIS 5 hours

The first half of the course will be devoted to qualitative organic analysis. This will be an extension of the identifications done as part of the laboratory work of the basic year course in organic chemistry. The second half will consist of the quantitative estimation of functional groups. Instrumentation such as the infra red spectrophotometer, the polarograph, the ultra violet spectrophotometer, the gas chromatograph and other tools will be used to accomplish the stated objectives.

441. INTERMEDIATE ANALYTICAL CHEMISTRY 5 hours

Spring Quarter.

The course begins with a brass analysis for Sn, Pb, Cu, Zn. This course also involves a study of chemical analysis with the use of instruments. The instruments included are the refractometer, polarimeter, titrimeter, pH meter, polarograph, colorimeter and spectrophotometer. Three hours lecture and six hours laboratory per week.

451, a, b, c. INTRODUCTION TO CHEMICAL RESEARCH 6 hours

This course is designed to prepare the student for employment as a research assistant upon the completion of the B.S. degree, or for the research work for an advanced degree. It will consist of one or two lectures or conference hours per week throughout the senior year (9 months), together with an indeterminate amount of unscheduled laboratory work. It is anticipated, however, that the laboratory work will not average less than five hours per week. The subject matter of the lectures will be the technique of research, use of technical reference literature, theory of errors and analysis of experimental data, and report writing. Reference will also be made to specialized research techniques. The laboratory work of the first quarter will consist of exercises in glass-blowing, the construction of glass equipment. In the second and third quarters, the student will be assigned a minor research project on which he will prepare a report.

PROGRAMS OF TEACHER EDUCATION

To be eligible to receive a four-year professional teachers' certificate in Georgia one must complete a bachelor's degree program designed to meet the needs of teachers in a specific teaching field and be recommended by the college whose program has been completed. Each training program must have the approval of the State Department of Education. North Georgia College has two approved programs: one leading to the B.S. degree with a major in elementary education, designed for teachers in grades one through six; the other to the B.S. degree with a major in junior high school grades education, designed for teachers in grades seven through nine.

Students wishing to complete either of these programs should make a written application for admittance to the one preferred after having satisfactorily completed the course in Introduction to Education—or, in the case of transfer students who have had the course elsewhere, after having completed one quarter's work at this institution. Formal acceptance depends on the approval of the Teacher Education Admissions Committee. A student wishing to obtain a four-year professional teachers' certificate in a field other than elementary or junior high grades education should plan to complete his degree program at an institution having an approved program in the teaching field selected. Students interested in choosing teaching as a career or those having certification problems should confer with the head of the department of education.

SEPTEMBER FIELD EXPERIENCES

All pre-service Teacher-Education students are expected to participate in teaching experiences in their local schools prior to the beginning of the fall quarters of the Junior and Senior years. Arrangements for these September field experiences are planned jointly by the staff of the Education Department, the student, and the local school concerned.

DEPARTMENT OF EDUCATION

Bachelor of Science Degree

ELEMENTARY EDUCATION

Physical Education 100, 101, 102, 200, 201, 202, or 100w, 101w, 102w, 200w, 201w, 202w	10 hours
English 101, 102, or 105H. English 203, 204, 205, 206	15 or 20 hours
Biology 101	5 hours
Laboratory Physical Science	5 hours
Other Natural Science	5 hours
Mathematics 106 or 107	5 hours
History 101, 102	10 hours
Political Science 201 or History 301, 302	5 hours
Sociology 201 or Business Administration 151	5 hours
History 202	5 hours
Psychology 201, 301	9 hours
Business Administration 330	3 hours
Education 204, 305, 311a, 421a, 431a*	35 hours
Specialized subjects including at least three hours in each area listed below	48 hours
A. ART—231, 331, 432.	
B. HEALTH—Physical Education 390, 420a, Home Economics 305.	
C. LANGUAGE ARTS—308, 320a, 420.	
D. MATHEMATICS—310, 311.	
E. MUSIC—205, 206, 306.	
F. SCIENCE—332a, 333a, 443.	
G. SOCIAL STUDIES—251, 320a.	
Approved electives (exclusive of Advanced Military Science)	20 hours
Minimum Total	195 hours

*Education 431a (Apprentice Teaching in the Elementary Grades) is required of all pre-service trainees. Students who have had at least one year of teaching experience may, upon approval by the Head of the Department and the Dean, substitute Education 441a and 451a for this course.

Bachelor of Science Degree

JUNIOR HIGH GRADES EDUCATION

Physical Education or Basic Military Science	10 hours
Composition and Rhetoric	10 hours
Humanities or Literature	10 hours
Natural Science, inc. Bio. 101 and 1 lab. phys. sci.	15 hours
Contemporary Civilization	10 hours
Mathematics	10 hours
American Government or American History	5 hours
Economics or Sociology	5 hours
General Psychology	5 hours
Speech	5 hours
Psychology of Adolescence	4 hours
Consumer Economic Problems	3 hours
Specialized subjects including at least 3 hours in each of the areas mentioned below and 15 hours of approved work in each of 2 of these fields: English, Social Studies, Mathe- matics, and Natural Science	45 hours

- A. ART—Design or Public School Art II.
- B. LANGUAGE ARTS—Juvenile Literature, Language Arts for the Junior High Grades, or Reading in the Elementary and Junior High Grades.
- C. SOCIAL STUDIES—World Human Geography or Social Studies for the Junior High Grades.
- D. HEALTH AND PHYSICAL EDUCATION—Health Education, Physical Education for the Junior High Grades, or Nutrition.
- E. SCIENCE—Biology for the Junior High Grades, Physical Science for Junior High Grades, or Earth Science for Elementary and Junior High Grades.

Introduction to Education	5 hours
Educational Psychology	5 hours
The Junior High Grades Curriculum	5 hours
Materials and Methods for the Junior High Grades	5 hours
Principles of Guidance	3 hours
Apprentice Teaching in the Junior High Grades*....	15 hours
Approved Electives (exclusive of Adv. Military Science)	20 hours
Minimum Total	195 hours

*Education 431b (Apprentice Teaching in the Junior High Grades) is required of all pre-service trainees. Students who have had at least a year of teaching experience may, upon approval by the Head of the Education Department and the Dean, substitute Education 441b and 451b for this course.

Local Teachers Who Serve As
Demonstration Teachers

Hansel W. Allen, Jr. Principal and Seventh Grade,
Riverview School

B.S., M.S., Georgia Southern College; further study, University
of Georgia.

Elsie Daniel Fifth Grade, Riverview School

B.S., M.S., University of Georgia; further study, University of
Georgia.

Pat E. Helton Sixth Grade, Riverview School

B.S., North Georgia College; further study, Western Carolina
College.

Viola Pigg Fourth Grade, Riverview School

B.S., Peabody College; M.A., University of Georgia; further study,
University of Colorado, University of Tennessee, and University
of Georgia.

Mary S. Sewell Librarian and Seventh Grade,
Riverview School

B.S., University of Georgia.

O'Neil Wells First Grade, Riverview School

B.S., M.S., Appalachian State College; further study, University
of Georgia.

Margaret W. Wicht Ninth Grade Mathematics,
Lumpkin County High School

B.S., M.S., Peabody College; further study, University of Geor-
gia.

COURSES IN EDUCATION

204. INTRODUCTION TO EDUCATION. 5 hours

Fall and Spring Quarters. Prerequisite to other education courses.

The primary purpose of this course is to furnish guidance to prospective teachers. Teaching as a profession will be carefully analyzed. Students will study and evaluate their own abilities and traits as attributes of the teacher's personality. An overview of the American public school system will be presented. A minimum of one hour weekly will be spent observing a demonstration teacher.

305. EDUCATIONAL PSYCHOLOGY. 5 hours

Winter and Summer Quarters.

Emphasis on learning; its nature, motivation, retention, appraisal, transfer, and application. Adjustment of educational practices to individual differences in abilities and interests among pupils will be considered. Some observation in teaching-learning situations will be done.

311a. ELEMENTARY SCHOOL CURRICULUM. 5 hours

Fall and Summer Quarters.

This course is designed to help teachers better understand the curriculum in grades one through six. Objectives and content of the curriculum are discussed from the standpoint of teaching. Directed observation in selected schools is required. Class, including laboratory, meets ten hours each week.

311b. CURRICULUM FOR THE JUNIOR
HIGH GRADES 5 hours

Fall and Summer Quarters.

In this course consideration will be given to problems in planning for and executing appropriate learning experiences for the children of grades seven through nine. Directed observation in selected schools is required. Class, including laboratory, meets ten hours each week.

331. PRINCIPLES OF GUIDANCE. 3 hours

Fall Quarter.

A survey of vocational and educational guidance services designed to give a fundamental understanding of the role of guidance in school programs.

401. AUDIO-VISUAL EDUCATION. 5 hours

Summer Quarter.

It is intended that both beginning and experienced teachers will increase their efficiency in the use of such instructional aids as specimens, models, photographs, drawings, cartoons, charts, graphs and maps as well as the use of such equipment as the phonograph, tape recorder, radio, television, and projectors of various types (including motion pictures). The psychological principles underlying the use of these materials will be discussed. Some laboratory work will be included.

403. PROBLEMS IN EDUCATIONAL PSYCHOLOGY. 2 hours

(On Demand)

Research done independently or in small groups on problems pertinent to the field. Open to Senior departmental majors only.

404. PROBLEMS IN CURRICULUM AND METHODS. 2 hours

(On Demand)

Research done independently or in small groups on problems pertinent to the field. Open to Senior departmental majors only.

416. EDUCATIONAL MEASUREMENTS AND EVALUATION. 5 hours

Spring Quarter. Prerequisites: Three courses in education or psychology, or an approved equivalent.

Theory of and practice in construction, administration, and interpretation of tests and other measuring devices for mental ability, special aptitudes, scholastic achievement and personality. Each student will do laboratory work in his field of interest. How such devices can be utilized to evaluate and improve instruction will be emphasized.

417. PERSONALITY THEORY AND MENTAL HEALTH.

See Courses in Psychology.

421a. MATERIALS AND METHODS IN THE ELEMENTARY SCHOOL. 5 hours

Fall Quarter.

Basic techniques involved in the effective guidance of the learning of children in the elementary school, as well as the various instructional materials adapted for use at this level, are studied. Di-

rected observation in selected schools is required. Class, including laboratory, meets ten hours each week.

421b. MATERIALS AND METHODS IN THE
JUNIOR HIGH GRADES. 5 hours

Fall Quarter.

Basic techniques involved in the effective guidance of learners in grades seven through nine, as well as the various instructional materials adapted for use at this level, are studied. Directed observation in selected schools is required. Class, including laboratory, meets ten hours each week.

431a. APPRENTICE TEACHING IN THE
ELEMENTARY SCHOOL. 15 hours

Winter Quarter. Prerequisites: Scholastic standing of at least C, residence at North Georgia College for two quarters; written application approved one quarter in advance.

Observation and participation in teaching in an elementary school throughout the day during the quarter. Gradual induction into the situation with increasing responsibility until teaching full time. An apprentice making satisfactory progress will assume the complete teaching load for at least three weeks. One conference per week will be held with college coordinator, to be followed by at least twelve hours of conference during the last week of the quarter. Apprentices will be expected to live in the community where the school to which they are assigned is located.

431b. APPRENTICE TEACHING IN THE
JUNIOR HIGH SCHOOL GRADES. 15 hours

Winter Quarter. Prerequisites: Scholastic standing of at least C, residence at North Georgia College for two quarters; written application approved one quarter in advance.

Observation and participation in teaching in a seventh, eighth, or ninth grade throughout the day. Gradual induction into the situation with increasing responsibility until teaching full time. An apprentice making satisfactory progress will assume the complete teaching load for at least three weeks. One conference per week will be held with college coordinator and at least twelve hours of conferences will be attended during the last week of the quarter. Apprentices will be expected to live in the community where the school to which they are assigned is located.

441a. WORKSHOP FOR ELEMENTARY
TEACHERS. 10 hours

(On Demand). Open only to juniors, seniors, and post-graduates who have had no previous workshop experience

but have completed at least three courses in education.

The entire school day will be devoted to activities especially planned to provide in-service elementary teachers with an opportunity to work on instructional problems.

**441b. WORKSHOP FOR JUNIOR HIGH
TEACHERS.**

10 hours

(On Demand). Open only to juniors, seniors, and post-graduates who have had no previous workshop experience but have completed at least three courses in education.

The entire school day will be devoted to activities especially planned to provide in-service teachers of grades seven through nine with an opportunity to work on instructional problems.

**451a. ADVANCED WORKSHOP FOR
ELEMENTARY TEACHERS.**

5 hours

(On Demand). Prerequisite (toward degree requirements only): Education 441a or the approved equivalent.

Problems concerning the evaluation of instruction will be given particular emphasis. One-half of the school day will be devoted to these and other problems of elementary teachers. The remainder of the day may be spent in a specialized course offered by the workshop staff.

**451b. ADVANCED WORKSHOP FOR JUNIOR
HIGH GRADE TEACHERS.**

5 hours

(On Demand). Prerequisite (toward degree requirements only): Education 441b or the approved equivalent.

Problems concerning the evaluation of instruction will be given particular emphasis. One-half of the school day will be devoted to these and other problems of teachers in grades seven through nine. The remainder of the day may be spent in a specialized course offered by the workshop staff.

**Specialized Courses for Elementary and
Junior High Grade Teachers**

ART

231. DESIGN.

3 hours

See Page 88.

331. PUBLIC SCHOOL ART I.

3 hours

See Page 88.

432. PUBLIC SCHOOL ART II. 3 hours
See Page 88.

HEALTH

390. HEALTH EDUCATION (Phy. Ed. 390) 5 hours
See Page 106.

- NUTRITION EDUCATION (Home Economics 305) 3 hours

Summer Term.

See Page 94.

- 420a. PHYSICAL EDUCATION FOR THE 3 hours
ELEMENTARY SCHOOL.
See Page 107.

- 420b. PHYSICAL EDUCATION FOR THE 3 hours
JUNIOR HIGH GRADES.
See Page 107.

LANGUAGE ARTS

308. CHILDREN'S LITERATURE. 4 hours

Fall and Summer Quarters.

The reading and evaluation of books for children. Discussed in the course are sources of information about children's books, children's interests in reading, the work of important authors and illustrators, and problems in the guidance of reading.

333. JUVENILE LITERATURE. 3 hours

Spring Quarter.

Reading and study of the various types of literature for young people, as well as a study of appropriate reading programs for junior high school pupils are included in this course.

- 320a. LANGUAGE ARTS FOR THE 3 hours
ELEMENTARY GRADES.

Spring Quarter, 1967

This course provides for individual diagnosis and correction of problems in the student's handwriting, spelling, oral and written expression. Consideration is given to the study of appropriate techniques and materials for the teaching of reading, handwriting, spelling, and oral and written expression in the elementary school.

- 320b. LANGUAGE ARTS FOR THE JUNIOR
HIGH GRADES. 3 hours

Spring Quarter, 1967.

Individual diagnosis and correction of problems in handwriting, spelling, oral and written expression of the student is provided. Consideration is given to the study of suitable techniques and materials for the teaching of reading, spelling, and oral and written expression in the middle grades.

420. READING IN THE ELEMENTARY AND
JUNIOR HIGH GRADES. 5 hours

Spring Quarter.

An intensive course in the improvement of reading skills. The role of vocabulary development, phonics, and word recognition as each is related to speed and comprehension will be studied. Students will explore techniques used in determining causes of reading difficulties.

MATHEMATICS

310. SMSG MATHEMATICS FOR THE ELEMENTARY
AND JUNIOR HIGH GRADES I. 3 hours

See Page 98.

311. SMSG MATHEMATICS FOR THE ELEMENTARY
AND JUNIOR HIGH GRADES II. 3 hours

See Page 99.

MUSIC

205. MUSIC HISTORY AND APPRECIATION. 4 hours

See Page 84.

206. FUNDAMENTALS OF MUSIC THEORY. 3 hours

See Page 89.

306. MUSIC FOR THE ELEMENTARY SCHOOL. 3 hours

See Page 89.

SCIENCE

- 332a. BIOLOGY FOR THE ELEMENTARY SCHOOL. 3 hours

Spring Quarter.

A course designed to enable elementary teachers to better understand how organisms reproduce and maintain themselves. Demonstrations and experiments suitable for elementary classrooms will be performed.

- 332b. BIOLOGY FOR THE JUNIOR HIGH GRADES. 3 hours

Spring Quarter.

A course designed to develop in junior high grades teachers ecological concepts and understandings pertaining to organisms. Demonstrations and experiments suitable for use in grades seven through nine will be performed.

- 333a. PHYSICAL SCIENCE FOR THE ELEMENTARY SCHOOL. 3 hours

Spring Quarter.

A course dealing with the everyday aspects of physics, chemistry, and astronomy as they might need to be explained by the elementary teacher with little other specific training in the physical sciences. The work will include many demonstrations and simple experiments that can be performed with materials that will be available in the average elementary and home situation.

- 333b. PHYSICAL SCIENCE FOR THE JUNIOR HIGH GRADES. 3 hours

Fall Quarter.

A course dealing with the everyday aspects of physics, chemistry, and astronomy for teachers of grades seven, eight, and nine. In addition to content the class members will be encouraged to prepare and present many related demonstrations and experiments that may present a nucleus for such work in teaching situations at this level.

443. EARTH SCIENCE FOR THE ELEMENTARY AND JUNIOR HIGH SCHOOLS. 4 hours

Spring Quarter.

In this course the earth and the resources it provides will be studied. Elementary concepts of Geology will be introduced. Problems pertaining to the conservation of such resources as soil, waters, forests, wildlife, and minerals will be emphasized. Three hours' class and two hours' laboratory work weekly.

SOCIAL STUDIES

251. WORLD HUMAN GEOGRAPHY. 5 hours

Fall Quarter.

Earth conditions will be studied with reference to the adaptations made to them by man. The influence of geographical factors on modes of living, types of occupations, social organization and government will be given emphasis.

320a. SOCIAL STUDIES FOR THE
ELEMENTARY GRADES. 3 hours*Winter and Summer Quarters.*

An integrated social studies course designed for elementary teachers. Consideration will be given to such topics as local government functions; transportation; ways of communication, such as television, radio, newspapers; and property rights and responsibilities.

320b. SOCIAL STUDIES FOR THE
JUNIOR HIGH GRADES. 3 hours*Winter Quarter.*

An integrated course for teachers in grades seven, eight, and nine. Topics considered include responsibilities of family membership, occupations, labor unions, taxation, and world cultures other than our own.

DEPARTMENT OF ENGLISH

Bachelor of Arts Degree

(Course Requirements)

MAJOR IN ENGLISH

English 101, 102, 203-204, 205-206; 105H., 203-204, 205-206	25-30 hours
Mathematics 113H or 106 and 111	5 or 10 hours
Modern Languages (See Modern Languages Requirements, page 46)	20 hours
Science	15 hours
History 101, 102, 202	15 hours
Philosophy 208	5 hours
Political Science 201	5 hours
General Psychology 201	5 hours
Basic Military Science or Physical Education	10 hours
MAJOR IN ENGLISH consists of six (6) courses, 30 hours, from 300-400 advanced courses	30 hours
MINOR (chosen from other fields listed on page 47)	20 hours
Electives	30 hours

MINOR IN ENGLISH

A minor in English consists of four (4) courses, 20 hours, from 300-400 advanced courses. Either English 307 or English 350 but not both may be taken for credit toward the minor.

COURSES IN ENGLISH

99. REMEDIAL ENGLISH. Non-Credit

Fall, Winter, and Summer Quarters.

A course designed to meet the needs of those students who show on a placement test that they are not adequately prepared for English 101.

101. GRAMMAR AND COMPOSITION. 5 hours

All Quarters.

The study of basic English grammar with emphasis on intensive composition.

102. COMPOSITION AND LITERATURE. 5 hours

Not Given Fall Quarter.

Students undertake more extensive composition, including the writing of literary essays involving poetry, the short story, and drama.

105H. HONORS COURSE 5 hours

Fall Quarter.

Students who have high entrance scores and who qualify by writing an acceptable theme may be placed in a special course to cover their freshman English needs in one quarter. These students will complete their degree requirements in English by taking English 203-204 or 205-206. Any student not doing satisfactory work in English 105H may be changed to the regular English 101 not later than two weeks after the beginning of the quarter.

203, 204. A SURVEY OF ENGLISH LITERATURE 10 hours

203 offered in Fall and Spring Quarters. 204 in Winter Quarter. One of these courses will be offered in the Summer Quarter.

This course is a chronological study of the works of major British writers from the beginning to the present.

205, 206 A SURVEY OF WORLD LITERATURE 10 hours

205 offered in the Fall and Spring Quarters. 206 offered in Winter Quarter. One of these courses will be offered in the Summer Quarter.

This course is a survey of World Literature from Homer to the present, with attention to artistic form and currents of thought related to Western Culture.

Note: Beginning with the Spring Quarter, 1967, students should take both courses in the same sequence. It is desirable, but not mandatory, that students take first the lower-numbered course of a sequence. In rare instances, a student may be permitted to take courses not in the same sequence. Such a deviation must be requested by the student's adviser and approved by the Head of the Department of English.

211. SPEECH. 5 hours

Winter, Spring, and Summer Quarters.

A course designed to help the speaker achieve a style of speaking which is natural, correct, and effective. Open to freshmen by permission only.

215. ORAL INTERPRETATION. 5 hours

Spring Quarter. Prerequisite: English 211 or permission of the department.

Principles of oral interpretation; practice in analysis and reading aloud of prose, poetry, and drama.

302. AMERICAN LITERATURE TO 1860. 5 hours

Fall Quarter, 1967

A survey of American literature from Colonial days to 1860.

303. AMERICAN LITERATURE FROM 1860
TO THE PRESENT. 5 hours

Spring Quarter, 1967.

A survey of American literature from 1860 to the present.

306. SHAKESPEARE. 5 hours

Winter Quarter, 1968.

A study of selected representative comedies, chronicles, and tragedies, with emphasis on tragedies.

307. ADVANCED ENGLISH GRAMMAR. 5 hours

Fall Quarter, 1966.

A comprehensive study of English grammar, including historical and descriptive aspects; diagramming of sentences.

309. THE NOVEL. 5 hours

Spring Quarter, 1967

Studies in the development of prose fiction from the Eighteenth Century to the present.

315. MODERN DRAMA. 5 hours

Spring Quarter.

A study of the work of Modern dramatists, beginning with Ibsen.

350. ADVANCED COMPOSITION. 5 hours

Winter and Spring Quarters.

A systematic study of English rhetoric with emphasis on organization, development, and precise written expression. Included in the course will be a careful study of contemporary non-fiction.

401. HISTORY OF THE ENGLISH LANGUAGE. 5 hours

Fall Quarter, 1967

An introduction to the study of linguistics and its elements with special reference to the development of modern English from its beginnings to the present.

440. ENGLISH LITERATURE TO 1500. 5 hours

Fall Quarter, 1966.

A survey of English literature from its Anglo-Saxon beginnings to the English Renaissance. Emphasis is on Chaucer.

460. ENGLISH RENAISSANCE. 5 hours

Winter Quarter, 1967.

A survey of non-dramatic English literature from 1500 to the Restoration. Emphasis is on Spenser and Milton.

480. ENGLISH LITERATURE OF THE
EIGHTEENTH CENTURY. 5 hours*Winter Quarter, 1968.*

A general survey of prose and poetry from Pepys to the early Romantic writers.

490. ENGLISH LITERATURE OF NINETEENTH
CENTURY ROMANTICISM. 5 hours*Spring Quarter, 1968.*

A study of Romanticism with emphasis on the major poets.

495. ENGLISH LITERATURE OF THE
VICTORIAN ERA. 5 hours*Winter Quarter, 1967.*

A study of the major writers of the period in both prose and poetry. A general study of social conditions in England from 1832 to 1900.

FINE ARTS

ART

The Art Program at North Georgia College is designed to broaden the interest and knowledge of the visual arts for the total educational program. Laboratory courses are offered in the areas of drawing, painting, crafts, and pottery for students desiring working experience in these areas. Art education courses are designed to facilitate the teaching of creative art activities in the public schools. The Art Appreciation Course covers the historical aspect of art.

101. DRAWING AND PAINTING. 5 hours

Spring Quarter.

The study of painting and drawing techniques. Class problems will involve working from nature and from laboratory set-ups.

Four two-hour laboratory periods. One one-hour lecture period.

202. ART SURVEY. 5 hours

Fall Quarter.

A study of the utilitarian aspects of art, related to the area of crafts. Laboratory work will involve the study of design in various techniques such as wood, cloth, paper, metal, clay.

Four two-hour laboratory periods. One one-hour lecture period.

210. ART APPRECIATION. 5 hours

Winter and Spring Quarters.

A survey of the major monuments in art from pre-historic to the present, through lectures and with the aid of slides. Emphasis will be on acquiring a better understanding of the visual arts.

Five one-hour lecture periods.

350. POTTERY. 5 hours

Winter Quarter.

The study of the form and function of hand-constructed pottery. Working experience will include building, glazing, and firing.

Four two-hour laboratory periods. One one-hour lecture period.

ART EDUCATION

331. PUBLIC SCHOOL ART I. 3 hours

Winter Quarter.

A study of the child's need for creative art activities in the school program. Laboratory work will consist of those techniques appropriate for the child in the lower elementary grades.

Two two-hour laboratory periods. One one-hour lecture period.

432. PUBLIC SCHOOL ART II. 3 hours

Fall Quarter.

A course comparable to 331, with emphasis on art techniques appropriate for the upper elementary grades and junior high school.

Two two-hour laboratory periods. One one-hour lecture period.

231. DESIGN AND THE CHILD. 3 hours

Fall Quarter.

A continued study of design techniques applicable to classroom use. Emphasis will be placed on studying the basic elements of design, such as line, color, shape, texture in two-dimensional and three-dimensional forms.

Two two-hour laboratory periods. One one-hour lecture period.

MUSIC

*101a, b, c. CHORUS. 3 hours (1 hour a quarter)

Fall, Winter, Spring Quarters.

Open to all qualified students by audition. The College Chorus rehearses three hours per week and presents performances both on and off campus. Emphasis is placed on exploration of various styles of vocal music. Three hours' credit may be earned each year for satisfactory completion of three consecutive quarters' participation. Students who are not on campus all year may receive credit for quarters completed while on campus.

205. MUSIC HISTORY AND APPRECIATION. 4 hours

Spring Quarter.

An introduction to the history of music, intended to stimulate the enjoyment of music through an intellectual and aesthetic understanding of design and expression. Musical language, form, instrumentation, and expression are treated through lectures and the hearing of representative works.

206. FUNDAMENTALS OF MUSIC THEORY. 3 hours*Fall Quarter.*

An introduction to the rudimental aspects of musical understanding: terminology; notation; concepts of scale, key, and tonality; rhythm; and harmony.

306. MUSIC FOR THE ELEMENTARY GRADES. 3 hours*Winter Quarter.*

A course designed to develop in teachers an understanding of child growth through music. Materials, methods, and problems pertaining to the teaching of music in the elementary school are studied.

*Students may earn up to twelve quarter hours through ensemble participation. However, no more than six of these hours may apply toward graduation requirements.

DEPARTMENT OF HOME ECONOMICS

Bachelor of Science Degree

MAJOR IN HOME ECONOMICS

English 101, 102 or 105H.

English 203, 204 or 205, 206	15 or 20 hours
Biology 220, (and 5 hours to be selected from any science)	10 hours
Mathematics 111 or 106 or 113H	5 hours
Physics 101	5 hours
Psychology 201	5 hours
Social Science 101, 102, 202 and Pol. Sci. 201	20 hours
Health 390	5 hours
Public Speaking 211	5 hours
Home Economics 201, 202, 215, 220, 224, 275, 293, 300, 304, 306, 325, 411, 420, 445, 490	73 hours
Physical Education	10 hours
Approved electives	32 hours
Specified electives needed for certain curricula should be selected as follows:	

HOME SERVICE: Business Administration 330
Secretarial Science 312, 314.

TEXTILES: Chemistry 101, 200.

FOOD: Bacteriology 324, Chemistry 101, 300.

Students who expect to teach should take as electives 30
hours in education.

Minimum total, 195 hours.

The Department of Home Economics offers the Bachelor of Science degree in general home economics. The course is designed to meet the needs of students interested primarily in homemaking and of those who wish to enter certain commercialized fields of home economics. It also gives a thorough preparation for those who desire to enter selected fields of specialized home-economics study.

Majors in other departments are encouraged to elect the following subjects without prerequisites being adhered to: Home Economics 201, 202, 215, 220, 224, 275, 293, 300, 304, 420, and 490.

COURSES IN HOME ECONOMICS

201. SOCIAL CUSTOMS AND CULTURE. 3 hours

Fall and Spring Quarters. Offered as general elective. Open to men and women.

North Georgia's "essentially military nature" makes unique many problems in the social area which students face now and in future

military life or as military wives. Concerns of civilian and military etiquette as they relate to personal development of poise, assurance and know-how that aid students in meeting life's social situations. Knowledge of the wider meanings of being a gentleman (including standard of military bearing) or gentlewoman, and some practice in structured social situations which the armed services officer, an accomplished host or hostess needs; are included in study and practice. The schedule of social events to be carried out in planned evening sessions is provided to give some actual practice of knowledge gained and measurement of student's progress in learning. Two hours of lecture and one two-hour evening laboratory.

202. ART SURVEY. 5 hours

Fall Quarter. Required of home economics majors but offered as a general elective. (See page 87.)

215. FOODS. 5 hours

Spring Quarter.

A practical course to present the facts and principles which govern food selection, preparation, and table service. The basic facts of nutrition, along with their application to individual needs, are studied. Field trips in marketing are included. Two lectures and two three-hour laboratory periods per week.

220. PROBLEMS IN DRESS. 5 hours

Winter Quarter.

Clothing selections; emphasis on principles of pattern alterations, fitting, and construction; construction of two garments. Two lectures and two three-hour laboratory periods per week.

224. TEXTILES. 5 hours

Fall Quarter.

A study of textiles, fibers, and fabrics, their properties, structure, manufacturing and wearing qualities from the consumer standpoint. Physical and chemical testing for adulterations and fiber content. Economic consideration in selection and buying. Four lectures and one two-hour laboratory period per week.

275. HOME PLANNING AND FURNISHINGS. 5 hours

Spring Quarter, 1967

Planning and furnishing the house from the standpoint of family needs, economic and social factors involved; historical background of furniture; applications of the principles of art to home furnishing. Three lectures and two three-hour laboratory periods per week.

293. FAMILY RELATIONS. 5 hours

Winter Quarter, 1967.

The aim of this course is to give students an appreciation of the family as a unit considering problems in establishing and managing a happy home; help students develop a realistic approach to marriage and family relationships with its problems of adjustments, and give an insight into one's own hetero-sexual development in order to plan more soundly for marriage and family responsibility. It is the intent that this course be a part of the general education of all students and sufficiently flexible for either sociology or home economics credit.

300. HOUSEHOLD EQUIPMENT. 5 hours

Winter Quarter, 1968. Prerequisite: Physics 101.

A study of the basic principles involved in the operation of major appliances used in the home, in order to give maximum efficiency in performance and safety in use for all types of household equipment used in food preparation, preservation, and service. Students, potential homemakers, gain from this course the knowledge of criteria that enable them to select, care for and use the types of household equipment that will best meet her family's needs. Four lectures and one two-hour laboratory period per week.

304. MANAGEMENT OF HOME AND
FAMILY RESOURCES. 5 hours

Winter Quarter, 1967.

Designed to assist students gain an understanding of their management problems of the home and family resources by making the wisest planned use of the total family resources—time, energy, and money. Five lectures per week.

306. MEAL PLANNING AND
TABLE SERVICE. 5 hours

Fall Quarter, 1966. Prerequisite: Home Economics 215.

The choice, purchase, preparation, and service of meals considering the dietary standards and nutritional needs which determine wise food selection and coordinating these principles into accomplishments of serving nutritiously attractive meals, using a minimum of time and energy and a maximum of efficiency. Some study is given on selection and use of all tableware, planning and serving of party meals of various types, as well as the practical family-style service. Two lectures and two four-hour laboratory periods per week.

325. CLOTHING, SELECTION AND CONSTRUCTION. 5 hours

Fall Quarter, 1966. Prerequisites: Home Economics 202, 224, or 220 in sequence but all are required for majors. Consent of Head of the Department.

This course is designed to include a comprehensive study of use of fabrics other than cotton and cotton blends in construction problem choices made by students after a self analysis of their needs based on wardrobe inventory and planning. Two lectures, and two three-hour laboratory periods per week.

411. NUTRITION. 5 hours

Fall Quarter or Winter Quarter as needed.

A study of the physical and chemical changes involved in the digestion and metabolism of foods. Selection and evaluation of useful facts in meeting everyday nutritional problems, particularly those related to food composition, chemistry, and physiology of body processes as affected by dietetics and medicine. This course is designed to enable students to recognize the true nutritional values and relative costs of foods in relation to feeding the family.

420. HOME NURSING. 5 hours

Winter Quarter, 1968. Prerequisite: Home Economics 215.

General procedure used in caring for the sick in the home, but emphasizing illness-preventative measures, understanding and recognition of symptoms of contagious diseases, using correct home remedies, food for the sick and convalescent, maternal, infant and child care with some pertinent first-aid procedures. Care for the long term illness patient and the aged in the home is also emphasized in this course. Three lectures and one four-hour laboratory period per week.

445. PROBLEMS IN FAMILY CLOTHING. 5 hours

Spring Quarter, 1968. Prerequisites: Home Economics 220, 224, and 325. Prerequisites can be waived upon consent of instructor.

This course is planned for home economics students who have had all the other clothing courses offered, and yet wish to further construction experiences. It is geared in content to meet the need of non-majors and special students desiring to study the suitability of materials, design, color, simplicity of decoration, and ease of construction for resulting style in family clothing. One lecture and two two-hour laboratory periods per week.

490. PRE-SCHOOL CHILD CARE
AND TRAINING.

5 hours

Spring Quarter, 1968. (Not open to students who have credit in Psychology 301.)

This course is a comprehensive study of the pre-school development and educational principles involved in child care and training, as related to the young child's entire personality, physical make-up, as well as the mental, emotional, and social elements found within the child. Basic criteria and parental guidance in accomplishment of this purpose are emphasized.

Four lectures and one two-hour laboratory per week. The laboratory will be supervised observation in a nursery school situation.

305. NUTRITION FOR TEACHERS.

5 hours

Summer Quarter. Not open to majors in home economics.

Course is specifically designed for the in-service teachers, and emphasizes fundamental health habits and the essentials of an adequate diet in relation to the health of the school child and methods of teaching nutrition information to school children and the use of the school lunch program in nutrition educational instruction.

245. DIFFERENTIAL CALCULUS. 5 hours

Fall and Winter Quarters. Prerequisite: Mathematics 122.

The limit concept of the calculus and its employment in derivatives of algebraic and transcendental functions; the applications of derivatives to problems in maxima, minima, rates, and so on.

245H. DIFFERENTIAL CALCULUS
FOR HONOR STUDENTS. 5 hours

Spring Quarter. Prerequisite: Mathematics 122H.

The limit concept and the other usual treatment of Mathematics 245 as stated above given in a more thorough manner from a more advanced point of view.

246. INTEGRAL CALCULUS. 5 hours

Winter and Spring Quarters.

This course is a continuation of Mathematics 245 and includes curvature, theorem of mean value, indeterminate forms, formal integration, integration by various devices, and applications to areas, lengths, and volumes.

247. INTERMEDIATE CALCULUS. 5 hours

Spring Quarter.

This course is a continuation of Mathematics 246 covering series, expansion of functions, hyperbolic functions, partial differentiation and multiple integrals.

300. DIFFERENTIAL EQUATIONS. 5 hours

Fall Quarter.

Ordinary differential equations with application to physics and mechanics.

360. INTRODUCTION TO MODERN ALGEBRA. 5 hours

Winter Quarter. Prerequisite: Approval by Head of the Department.

An introduction to the number system, groups, fields, matrices, and vectors.

361. MODERN ALGEBRA AND
MATRIX THEORY.

5 hours

Spring Quarter. Prerequisite: Math 360 (Introduction to Modern Algebra).

An extension of the introductory course to more details and theory on topics such as Boolean Algebra, Groups, Matrices, Determinants, Fields, Rings and Ideals.

410. INTRODUCTION TO ANALYSIS.

5 hours

Winter Quarter. Prerequisites: 10 hours Mathematics beyond Math. 246.

An introduction to the real and complex number systems, the basic notions on set theory, the limit concept and continuity, vector analysis, Fourier series and Fourier Integrals.

411. MATHEMATICAL ANALYSIS.

5 hours

Spring Quarter. Prerequisite: Math 410 (Introduction to Analysis).

An extension of the introductory course to those topics normally covered in Advanced Calculus and in the theory of the functions of a real variable.

415. ELEMENTARY VECTOR ANALYSIS.

5 hours

Fall Quarter. Prerequisites: 10 hours of Mathematics beyond Math 245 or the consent of the Department.

The elements of vector algebra and vector calculus with some space generalizations.

310. SMSG MATHEMATICS FOR ELEMENTARY
AND JUNIOR HIGH TEACHERS.

3 hours

Spring and Summer Quarters. Prerequisite: 10 hours of college mathematics or the consent of the Math Department upon the recommendation of the Education Department.

A study of mathematics for elementary and junior high teachers based on the recommendations of the School Mathematics Study Group, the Maryland Project and others which is designed to prepare teachers to handle the "new" mathematics.

311. SMSG MATHEMATICS FOR ELEMENTARY
AND JUNIOR HIGH SCHOOL TEACHERS. 3 hours

Spring and Summer Quarters. Prerequisite: Same as 310
(may be taken independently).

A continuation of Math 310 concentrating on informal geometry and mensuration.

Note: 310 and 311 are to be offered on alternate years.

APPLIED MATHEMATICS COURSES

215. PLANE SURVEYING. 5 hours

Spring Quarter. Prerequisite: Mathematics 111.

This course is designed to give the student a fair working knowledge of surveying instruments and their care and use. Field work in chaining, leveling, compass, plane table and transit surveys. Office work in calculation from field notes and map making. This course is given from text notes and library references, and will conform to methods and forms in use in good engineering practice. 3 hours lecture, 4 hours laboratory.

350. DESCRIPTIVE ASTRONOMY. 5 hours

Winter and Spring Quarters.

A general study of the celestial spheres and of introductory modern astronomy with some details of our solar system. The course includes laboratory telescope observations and planetarium demonstrations. 3 hours lecture; 4 hours laboratory.

METEOROLOGY AND CLIMATOLOGY

301. METEOROLOGY. 5 hours

Winter Quarter. Prerequisites: Mathematics 111 and 106.

A basic course designed to acquaint the student with the fundamental concepts of meteorology and its relation to other fields of interest. Mathematics will be used when it seems essential to the complete understanding of a concept. Included are such topics as air masses and fronts, cloud classification, precipitation mechanisms, weather observations, fundamental forecasting theories, and interpretation of weather charts and diagrams.

303. CLIMATOLOGY. 5 hours

Spring Quarter. Prerequisite: Meteorology 301.

An introduction to the characteristics and distribution of climatic controls and elements dealing with the description of climates and the physical processes that produce climates; also the methods whereby climates are classified and the world distribution of climatic types.

DEPARTMENT OF MODERN LANGUAGES

Bachelor of Arts Degree

(Course Requirements)

MAJOR IN FRENCH

English 101, 102 or 105H.

English 203, 204 or 205, 206 15 or 20 hours

Mathematics 113H. or 106 and 111 5 or 10 hours

Modern Languages (See Modern Languages
Requirements, page 46) 20 hours

Science 15 hours

History 101, 102, 202 15 hours

Philosophy 208 5 hours

Political Science 201 5 hours

General Psychology 201 5 hours

Basic Military Science or Physical Education 10 hours

MAJOR IN FRENCH consists of courses 301, 302, 315,
350, 417, 418 30 hours

MINOR (chosen from other fields listed on page 47) 20 hours

Electives 40 hours

A MINOR IN LANGUAGES

A minor in languages is available in French, German, and Spanish. A minor consists of courses 211-212 plus three advanced courses in one language. Russian 301-302 may be taken in conjunction with other languages, provided one 300-400 course is taken in another language.

COURSES IN FRENCH

101-102. ELEMENTARY FRENCH. 10 hours

Fall, Winter and Spring Quarters.

An audio-lingual introduction to French, using the language laboratory and covering the basic grammar and reading. Not credited in duplication of high school units until completion of French 211-212.

211. FRENCH GRAMMAR REVIEW. 5 hours

Fall and Spring Quarters. Prerequisite: French 102 or a passing score on the French Placement Test.
Review of grammar with continued conversation and reading.

212. FRENCH CONVERSATION AND READING. 5 hours

Winter Quarter. Prerequisite: French 211.

Reading of standard texts with stress on oral expression and comprehension.

301. FRENCH LITERATURE AND CULTURE. 5 hours

Spring Quarter, 1967. Prerequisite: French 212 or permission of the Department.

An introduction to the chief French authors through the Eighteenth Century. Instructional lectures and readings are provided on French customs and culture.

302. FRENCH LITERATURE AND CULTURE. 5 hours

Spring Quarter, 1968. Prerequisite: French 212 or permission of the Department.

An introduction to the chief French authors of the Nineteenth Century with the reading of representative works. Instructional lectures and readings are provided on French customs and culture.

315. ADVANCED CONVERSATION AND COMPOSITION. 5 hours

Winter Quarter. Prerequisite: French 212.

This course is taught in conjunction with French 212 to afford grammar review, but it requires additional composition and conversation on more fluent level.

350. FRENCH PHONETICS. 5 hours

Fall Quarter, 1966. Prerequisite: French 212.

An intensive study of pronunciation building fluent expression.

417. SURVEY OF SEVENTEENTH CENTURY FRENCH LITERATURE. 5 hours

Spring Quarter, 1967. Prerequisite: French 212.

418. SURVEY OF NINETEENTH CENTURY FRENCH LITERATURE. 5 hours

Fall Quarter, 1966. Prerequisite: French 212.

COURSES IN GERMAN

101-102. ELEMENTARY GERMAN. 10 hours

Fall, Winter, and Spring Quarters.

An audio-lingual introduction to German, using the language laboratory and covering basic grammar and reading. Not credited in duplication of high school units until completion of German 211-212.

211. GERMAN GRAMMAR REVIEW. 5 hours

Spring Quarter. Prerequisite: German 102 or a passing score on the German Placement Test.

Review of grammar with continued conversation and reading.

212. GERMAN CONVERSATION AND READING. 5 hours

Fall Quarter. Prerequisite: German 211.

Reading of standard texts with stress on oral expression and comprehension.

301. GERMAN LITERATURE AND CULTURE. 5 hours

Spring Quarter, 1967. Prerequisite: German 212 or permission of the Department.

A general survey of German Literature through the classical period with lectures on German music, painting, architecture, and history.

302. GERMAN LITERATURE AND CULTURE. 5 hours

Spring Quarter, 1968. Prerequisite: German 212 or permission of the Department.

A general survey of German Literature of the Nineteenth Century with lectures on German music, painting, architecture, and history.

315. ADVANCED CONVERSATION AND COMPOSITION. 5 hours

Fall Quarter. Prerequisite: German 212.

This course is taught in conjunction with German 212 to afford grammar review but it requires additional composition and conversation on a more fluent level.

COURSES IN RUSSIAN

301. BASIC RUSSIAN. 5 hours

Winter or Spring Quarter. Prerequisite: Degree requirements met or being met in another language.

A rapid course in reading and basic conversation for students who are already experienced in language procedures. Russian 301 is credited without completion of Russian 302 but is prerequisite to the second course.

302. BASIC RUSSIAN. 5 hours

Spring Quarter. Prerequisite: Degree requirements met or being met in another language.

COURSES IN SPANISH

101-102. ELEMENTARY SPANISH. 10 hours

Fall and Winter Quarters.

An audio-lingual introduction to Spanish, using the language laboratory and covering basic grammar and reading. Not credited in duplication of high school units until completion of Spanish 211-212.

211. SPANISH GRAMMAR REVIEW. 5 hours

Fall and Spring Quarters. Prerequisite: Spanish 102 or a passing score on the Spanish Placement Test.

Review of grammar with continued conversation and reading.

212. SPANISH CONVERSATION AND READING. 5 hours

Winter Quarter. Prerequisite: Spanish 211.

Reading of standard texts with stress on oral expression and comprehension.

301. SPANISH LITERATURE AND CULTURE. 5 hours

Spring Quarter. Prerequisite: Spanish 212 or permission of the Department.

A general survey of Spanish literature through the Eighteenth Century, with lectures on Spanish history, art, and architecture.

302. SPANISH LITERATURE AND CULTURE. 5 hours

Spring Quarter, 1967. Prerequisite: Spanish 212 or permission of the Department.

A general survey of Nineteenth Century and Generation of 1898 literature with lectures on Spanish history, art, and architecture.

315. ADVANCED CONVERSATION AND COMPOSITION. 5 hours

Winter Quarter. Prerequisite: Spanish 212.

This course is taught in conjunction with Spanish 212 to afford grammar review, but it requires additional composition and conversation on a more fluent level.

DEPARTMENT OF PHYSICAL EDUCATION

Requirements for a Major in Physical Education

English 101, 102 or 105H.

English 203, 204 or 205, 206 15 or 20 hours

Biology 101, 102, 323 15 hours

Mathematics 111, 106 or 113H. 5-10 hours

Public Speaking 211 5 hours

Psychology 201 5 hours

History 101, 102, 202 and Pol. Science 201 20 hours

Basic Military Science or Physical Education 10 hours

Physical Education Major 53 hours

(*) Academic Concentration 35 hours

Approved Electives 27 hours

(*) None of the required courses listed above may be recorded in the hours required in Academic Concentration (35 hours).

(*) Students selecting Biology as the academic concentration will take 15 hours of Chemistry in lieu of Biology 101, 102, 323.

The Department of Health and Physical Education provides a required program of basic physical education for men and women, a sports program for men and women, an intercollegiate athletic program for men and women, and a professional program for the preparation of teachers on the secondary school level.

All freshman and sophomore men and women are required to satisfactorily complete six quarters of basic physical education. Classes meet two hours per week.

Required Physical Education for Men

FRESHMAN PHYSICAL EDUCATION

100M. Fall Quarter—Physical Training and Swimming.

101M. Winter Quarter—Physical Training and Tumbling.

102M. Spring Quarter—Swimming and Softball.

SOPHOMORE PHYSICAL EDUCATION

200M. Fall Quarter—Boxing and Wrestling.

201M. Winter Quarter—Physical Training and Basketball.

202M. Spring Quarter—Volleyball and Tennis.

Required Physical Education for Women

FRESHMAN PHYSICAL EDUCATION

100W. Fall Quarter—Swimming and Body Mechanics.

101W. Winter Quarter—Tumbling and Folk Dancing.

102W. Spring Quarter—Softball and Swimming.

SOPHOMORE PHYSICAL EDUCATION

200W. Fall Quarter—Tennis and Field Hockey.

201W. Winter Quarter—Volleyball and Basketball.

202W. Spring Quarter—Badminton and Archery.

Sports Program for Men

Fall Quarter—Football, Horseshoes and Table Tennis.

Winter Quarter—Basketball, Volleyball and Badminton.

Spring Quarter—Softball, Tennis, Swimming and Track.

Sports Program for Women

Fall Quarter—Volleyball, Tennis and Table Tennis.

Winter Quarter—Basketball and Badminton.

Spring Quarter—Softball, Swimming and Archery.

MAJOR REQUIREMENTS:

Students majoring in Physical Education should take the following courses in addition to those listed under basic requirements: courses designated "M" are open only to men; courses designated "W" are open only to women; other courses are open to both men and women:

Men: 215, 225, 305M, 310M, 325M, 330, 390, 405, 410, 415, and 440 abc.

Women: 210, 215, 225, 310W, 315W, 330, 390, 405, 410, 415, 420 a&b, and 440 abc.

210. DANCE 3 hours

Winter Quarter.

A study of folk, square, social, and contemporary dances with emphasis on their adaption to school and playground uses. Three hours' lecture, research, and laboratory per week.

215. HISTORY AND PRINCIPLES OF PHYSICAL EDUCATION 5 hours

Spring Quarter.

This is an orientation course for physical education majors and is divided into two parts. The first part deals with the history of physical education; the second part deals primarily with the basic principles of modern physical education, stressing aims and objectives with special reference to the value of physical education in the current economic and social life of the nation. Special consideration is given professional leadership and its prospects.

225. RULES AND OFFICIATING. 3 hours

Spring Quarter. Prerequisite: Approval by Head of Department.

A study and practice of the current rules and of the fundamental skills of officiating individual and team sports. Three hours per week of lecture, research, and laboratory.

305M. FOOTBALL. 5 hours

Fall Quarter.

Classes will meet two hours per day, five days per week. One hour a day lecture on the theory of coaching football, and at least one hour a day of practical experience coaching sports program football teams.

310M. BASKETBALL. 5 hours*Winter Quarter.*

Classes will meet two hours per day, five days per week. Five lectures and demonstrations per week on the theory and practice of coaching basketball. Each student will have experience playing each position on the team under actual game conditions.

Practical experience will be obtained through directing this phase of the sports program.

310W. BASKETBALL AND VOLLEYBALL. 5 hours*Winter Quarter.*

A study and practice of the fundamental skills and teaching techniques in basketball and volleyball. Five hours per week of lecture, research, and laboratory.

315W. SOFTBALL AND TENNIS. 5 hours*Spring Quarter.*

A study and practice of the fundamental skills and teaching techniques in softball and tennis. Five hours per week of lecture, research, and laboratory.

325M. BASEBALL AND TRACK. 5 hours*Spring Quarter.*

Classes will meet two hours per day, five days per week. Five lectures and demonstrations per week on the theory and practice of coaching baseball and track. The first half of the quarter will be devoted to baseball and the remainder to track.

330. FIRST AID AND SAFETY IN PHYSICAL EDUCATION AND ATHLETICS. 5 hours*Winter Quarter.*

Lectures and laboratory practices are given in the phases of first aid pertaining particularly to physical education and athletics.

390. HEALTH EDUCATION. 5 hours*Winter Quarter and Summer Term.*

Planning, conducting, and evaluating school and community health education programs. Tests and measurements in health and physical education activities. Five hours per week of lecture, research, and laboratory.

405. MATERIALS AND METHODS IN PHYSICAL EDUCATION. 5 hours*Winter Quarter.*

A study of the methods and content of the physical education program according to age groups, capacities, needs, interests, and developmental level of the individual. Consideration is given to adapting the program to the materials and facilities available.

410. SCHOOL AND COMMUNITY RECREATION. 5 hours***Spring Quarter.***

A study of the background for the present school and community recreation movement and of the types of recreation activities and methods of organizing them. A consideration of recreation's place in education and a review of the social institutions which are making a conspicuous contribution in the field of play and of the needs to which they have responded. An attempt will be made to point the way to a better type of organization of the social institutions within the community.

**415. THE ADMINISTRATION OF
PHYSICAL EDUCATION.****5 hours*****Fall Quarter.***

A study of the organization and administration of a department of physical education.

Stress will be placed on the importance of establishing a well organized department; the relationship of the varsity and sports programs to the student body as a whole; organization of the athletic program and recreational program, with emphasis placed on the best methods of organization and administration.

**420a. PHYSICAL EDUCATION FOR THE
ELEMENTARY SCHOOL****3****420b. PHYSICAL EDUCATION FOR THE
JUNIOR HIGH GRADES****or
4 hours**

Fall and Summer Quarters. One section may be taken for three hours' credit or both sections for four hours' credit.

The courses are designed to acquaint the prospective teacher of the elementary and middle grades with a physical education program for the respective levels. The student will receive practical experience in all the facets of an adequate physical education program for the elementary and/or middle grades. Three and/or four hours per week of lecture, research, and laboratory.

440 a, b, c. CLASS AND PROGRAM PLANNING. 5 hours

Students will be assigned for two hours per week, these hours in conformity with the schedule for the required basic program. The course will consist of observation on the part of the student and participation in the solution of the practical problems which occur in the administration of the required physical education classes. Students will be assigned to this program for three quarters.

DEPARTMENT OF PHYSICS

The Department of Physics offers courses leading to the B.S. degree with a major in physics. The curriculum for this degree covers the general field of Physics and also provides opportunity for the selection of electives when individuals have special fields of interest. Students who have a strong interest in electricity may choose courses in electricity and electronics as part of their physics major. It is recognized that some persons majoring in the field will not follow physics as a profession; while for others, this course of study may precede entry into a scientific career. Flexibility is provided in the program so that a strong major can be developed with the courses offered. The demands of industry for people with training of this type give the program direct vocational appeal.

Below is an outline of course work for a period of 12 quarters leading to a B.S. degree with a physics major.

Physics 223 (x), 224 (x), 225 (x), 230 (x), 240 (x), 310 (x),
 Labs 375 (x), 376 (x), 377 (x), 475 (x), 476 (x),
 477 (x). 320, 330, 400, 410, 420, 430, 440, 450, 460.

(x) Courses required of all majors. A minimum of 45 hours is required. Sixty (60) hours are strongly recommended for those wishing to continue with graduate study.

Chemistry 121, 122	10
Mathematics 113H or 106 and 111, 122, 245, 246, 247, 300	35 or 30
Language (German or French)	15
English 101, 102 or 105H and two additional	15-20
History 101, 202, Pol. Sc. 201 and one additional upper-division course	20
Psychology	5
Military (Men)	18
Electives for Men	17
Electives for Women	35

COURSES IN PHYSICS

101. INTRODUCTORY PHYSICS.

5 hours

Fall, Winter, Spring, and Summer Quarters.

A survey of the principles of physics including especially mechanics, heat, light, sound and basic electricity. The course is in-

tended primarily for non-science majors. Numerous demonstrations will be used to clarify physical concepts. Four lecture-demonstrations and one two-hour laboratory period per week. Credit not dependent upon taking Physics 102.

102. INTRODUCTION PHYSICS. 5 hours

Winter, Spring, and Summer Quarters. Prerequisite: Physics 101.

A continuation of the nature of Physics 101 for those who wish to carry the same type of survey work further into a more complete treatment of electricity, electronics, and especially into an introduction to atomic, nuclear and other aspects of modern physics. Numerous class demonstrations will be used. Four lecture-demonstrations and one two-hour laboratory period per week.

223. MECHANICS. 5 hours

Fall, Winter, and Summer Quarters.

A study of the properties of matter, and the mechanics of solids and fluids. The numerous problems solved are selected to emphasize fundamental principles as well as to promote skill in numerical solutions. The laboratory work is designed to clarify physical concepts, develop skill in making precise measurements, and proficiency in the manipulation of apparatus. Four lecture-recitations and one three-hour laboratory period per week.

224. ELECTRICITY. 5 hours

Winter Quarter. Prerequisite: Physics 223.

The course is a continuation of general physics. It deals with magnetism and static and current electricity. Four lecture-recitations and one three-hour laboratory period per week.

225. HEAT, LIGHT, AND SOUND. 5 hours

Spring Quarter. Prerequisite: Physics 223.

The course is a continuation of general physics. It deals with wave theories generally, and heat, light, and sound specifically. Four lecture-recitations and one three-hour laboratory period per week.

230. MECHANICS—INTERMEDIATE. 5 hours

Fall Quarter. Prerequisite: Physics 223. May be taken concurrently with Mathematics 245.

The course deals with the effect of forces on rigid bodies in equilibrium and on objects in motion. Emphasis is placed on solution of problems. Mechanics may be used for either mathematics or physics credit.

240. ELECTRONICS I. 5 hours

Winter and Summer Quarters. Prerequisite: Physics 224.

A study of the elementary principles of radio. The laboratory work consists of study of radio circuits and the use of testing equipment. Four lecture-recitations and one three-hour laboratory per week.

310. MODERN PHYSICS. 5 hours

Spring Quarter. Prerequisites: Physic 224 and 225 and Mathematics 300.

An introduction to modern physics, dealing with the elemental nature of matter and radiation, ionization of gases, the quantum theory, and current developments in atomic physics.

320. MECHANICS—ANALYTICAL. 4 hours

Spring Quarter. Prerequisites: Physics 230 and Mathematics 246.

Kinematics using vector analysis, dynamics of particles, rotation and planetary motion, the linear harmonic oscillator, studies of energy, momentum and impact, plus the mechanics of extended bodies.

330. OPTICS. 4 hours

Fall Quarter. Prerequisites: Physics 225 and Mathematics 246.

A study of the electromagnetic field and its application to the phenomena of reflection, refraction, interference, diffraction, and spectroscopy. Four lecture-recitations per week.

375-376-377. PHYSICS LABORATORY I. 1-1-1 hour

Fall, Winter, and Spring Quarters. Required of third-year students majoring in physics.

Selected experiments from the various branches of physics, clarifying and expanding the work of the classroom, and developing good laboratory techniques. The evaluation and interpretation of experimental data.

400. THERMODYNAMICS. 4 hours

Spring Quarter. Prerequisites: Physics 225 and Math 246.

A study of temperature and its measurements, calorimetry, and

some topics from thermodynamics. Four lecture-recitations per week.

410. ELECTRICITY AND MAGNETISM I. 4 hours

Fall Quarter. Prerequisites: Physics 224 and Mathematics 246.

A course considering in somewhat more advanced manner the topics of electrostatics, magnetostatics, electrolysis, basic circuit theory, and related topics.

420. ELECTRICITY AND MAGNETISM II. 4 hours

Winter Quarter. Prerequisite: Physics 410.

This course is a continuation of Physics 410 with emphasis on electrodynamics, alternating current theory, transmission lines, filters, electromagnetic wave theory and related topics.

430. ELECTRONICS II. 4 hours

Spring Quarter. Prerequisites: Physics 240 and Mathematics 246.

A course dealing with the theory and application of the electromagnetic spectrum from radio through X-rays as these radiations are produced, detected, and controlled by electronic devices.

440. NUCLEAR PHYSICS. 4 hours

Winter Quarter. Prerequisite: Physics 310.

A study of natural radio-activity, radiation measuring instruments and the detection of nuclear particles. Other topics include transmutations, nuclear fission, chain reactions, and nuclear reactors.

450. QUANTUM MECHANICS. 4 hours

Not Offered 1966-67. Prerequisite: Physics 310 and Mathematics 247 and 300, on consent of instructor.

Introduction to the quantum mechanics of one dimensional systems. An introduction to Schroedinger's equation with some solutions.

460. SOLID STATE PHYSICS. 4 hours

Not Offered 1966-67. Prerequisites: Physics 450 and Mathematics 247 and 300, on consent of instructor.

An introduction to the physical properties of crystalline solids

of the elements, their compounds and alloys. Emphasis is placed on electrical properties.

475-476-477. PHYSICS LABORATORY II. 1-1-1 hour

Fall, Winter, and Spring Quarters. Required of fourth-year students majoring in Physics.

A continuation of Physics Laboratory I.

480. PHYSICS LABORATORY—
RADIOISOTOPES. 1 hour

Spring Quarter.

A laboratory course for students other than physics majors who wish to study the basic techniques of handling radioisotopes and some of the properties of these materials. Open to juniors and seniors who have a background of science courses.

DEPARTMENT OF PSYCHOLOGY

The Bachelor of Science and the Bachelor of Arts programs in Psychology require 195 hours, including Advanced Military (Men, 18 hours) and Physical Education (10 hours).

Psychology courses required for the major are 201, 300, 315, 416, 453, plus 20 hours of electives from the Psychology curriculum. Either, but not both, Psychology 301 or 302 may be included in the major or minor.

Summary of Hours Required for Graduation

English 101, 102 or 105H.	
English 203, 204 or 205, 206	15 or 20 hours
Mathematics 106, 111, or 113H.	5-10 hours
History 101, 102, 202	15 hours
Modern Language	BA— 20 hours
	BS— 15 hours
Biological Science 101, 102, 320	15 hours
Sociology	10 hours
Philosophy	5 hours
Psychology	45 hours
Minor (chosen from the fields listed on	
page 47)	
Electives	20 hours
	BA— 10 hours
Basic Military and Physical Education	BS— 15 hours
	10 hours
Advanced Military (men); Women, electives	18 hours

Courses Required for Minor

Psychology courses required for the minor are 201, 315, 417, 453, plus 5 hours of electives from the Psychology curriculum.

COURSES OF STUDY

201. GENERAL PSYCHOLOGY. 5 hours

Each Quarter. Prerequisite: Sophomore standing. Must precede other psychology courses.

A study of human behavior, including motivation, emotion, learning, individual differences and the development of personality. A general survey of the field of psychology.

300. EXPERIMENTAL PSYCHOLOGY. 5 hours

Spring Quarter.

This course is designed to introduce students to experimental methods as applied to behavior. Some basic statistical tools will be presented. Students will learn design of elementary experiments. Laboratory time will be spent implementing simple procedures.

301. CHILD DEVELOPMENT. 4 hours*Spring and Summer Quarters.*

A study of the roles played by maturation and experience in the social, emotional, moral, and physical development of children from the prenatal period to adolescence. Observation of children in a public school required two hours weekly.

302. PSYCHOLOGY OF ADOLESCENCE. 4 hours*Fall Quarter.*

A study of the development of the human being from puberty through adolescence with emphasis upon general life problems facing youth during this period. Investigations will be made into the ways and means of helping youth to make proper adjustments to these problems.

305. EDUCATIONAL PSYCHOLOGY. 5 hours*Winter, Spring, and Summer Quarters.*

Emphasis on learning; its nature, motivation, retention, appraisal, transfer, and application. Adjustment of educational practices to individual differences in abilities and interests among pupils will be considered. Some observation in teaching-learning situations will be done.

315. SOCIAL PSYCHOLOGY. 5 hours*Fall Quarter.*

A study of human relationships as applied to social activities, language, customs, propaganda, pressure groups, leadership and crowds.

323. PHYSIOLOGICAL PSYCHOLOGY. 5 hours

(Biology 323, Anatomy and Physiology.)

Fall Quarter. Prerequisite: Biology 101, 102. Recommended two courses in chemistry.

An advanced course in the general structure and function of the human body. Five lectures and one three-hour laboratory period per week.

331. PRINCIPLES OF GUIDANCE. 3 hours*Winter Quarter.*

A survey of vocational and educational guidance services designed to give a fundamental understanding of the role of guidance in school programs.

403. PROBLEMS IN EDUCATIONAL PSYCHOLOGY. 2 hours

Prerequisite: Educational Psychology.

On Demand. See courses in Education.

416. PSYCHOLOGICAL MEASUREMENTS AND EVALUATION. 5 hours

Spring Quarter. Prerequisites: Three courses in Education or Psychology, or an approved equivalent.

Theory of and practice in construction, administration, and interpretation of tests and other measuring devices for mental ability, special aptitudes, scholastic achievement and personality. Each student will do laboratory work in his field of interest. How such devices can be utilized to evaluate and improve instruction will be emphasized.

417. PERSONALITY THEORY AND MENTAL HEALTH. 5 hours

Spring Quarter.

A study of the more general factors which influence mental efficiency; the significance and importance of mental hygiene in modern life. Personal, family, vocational, and social problems as they are related to mental health will be discussed. The various theories of personality will be considered as they affect the mental health of the individual.

453. ABNORMAL PSYCHOLOGY. 5 hours

Spring Quarter. Prerequisite: Junior standing.

This course presents various forms of abnormal behavior with reference material drawn from clinical sources. Emphasis is placed upon the causes and characteristics of abnormal behavior. Current theory will receive special attention.

463. PSYCHOLOGICAL COUNSELING AND PSYCHOTHERAPY. 5 hours

Winter Quarter. Prerequisites: Three psychology courses.

A study of the various methods employed in counseling and psychotherapy. These methods will be interpreted as they are applied in the treatment of both the "disturbed" and the "normal" individual.

DEPARTMENT OF SOCIAL SCIENCE

BACHELOR OF ARTS DEGREE

WITH A MAJOR IN HISTORY

(Course Requirements)

English 105H or 101, 102 and 203, 204 or 205, 206	15-20 hours
Mathematics 111, 106, or 113H	5-10 hours
Modern Language (see Modern Language requirements, page 46)	20 hours
Science	15 hours
History 101, 102, 202	15 hours
Political Science 201	5 hours
Philosophy 208	5 hours
General Psychology 201	5 hours
Basic Military Science or Physical Education	10 hours
HISTORY MAJOR Consists of six (6) upper-division courses above the basic requirements	30 hours
MINOR (chosen from fields listed on page 47).....	20 hours
Electives	40 hours
Changes other than the normal adjustment of schedules must have the approval of the Head of the Department of Social Science and the Dean.	

A MINOR IN HISTORY

A minor in history consists of four upper-division courses approved by the Head of the Department of Social Sciences and the Dean.

History majors must take the Graduate Record Examination.

COURSES IN HISTORY

101, 102. WORLD CIVILIZATION. 5, 5 hours

A survey of world civilization from pre-historic times to the present.

202. SURVEY OF AMERICAN
AND GEORGIA HISTORY. 5 hours

This course is designed to satisfy the state law requiring that all students receiving degrees pass an examination in the history of the United States and Georgia.

301. AMERICAN HISTORY, 1492 TO 1850. 5 hours

A comprehensive survey of American history from the discovery of the New World to 1850.

302. AMERICAN HISTORY, 1850 TO 1898. 5 hours

A thorough study of the history of the United States from the Compromise of 1850 to Spanish-American War.

311. HISTORY OF ENGLAND TO 1603. 5 hours

A study in the growth and development of England during the Medieval and Tudor periods.

312. HISTORY OF ENGLAND, 1603-1901. 5 hours

A history of England and the British Empire.

315. HISTORY OF THE FAR EAST. 5 hours

A survey of oriental history, with emphasis upon the role of Japan and China in world affairs during the nineteenth century.

411. HISTORY OF LATIN AMERICA TO 1900. 5 hours

A study of the Hispanic political and economic institutions in the Latin-American colonies, the Wars of Independence and the development of the Latin-American republics in the twentieth century.

430. RUSSIAN HISTORY TO 1905. 5 hours

A survey of Russian history to 1905.

450. THE MODERN WORLD, 1850 TO
THE TWENTIETH CENTURY. 5 hours

A study of the social, economic, and political trends of the late nineteenth century.

451. THE MODERN WORLD, 1900 TO 1932. 5 hours

A study of the social, economic, and political trends of the early twentieth century.

452. THE MODERN WORLD, 1930
TO THE PRESENT. 5 hours

A study of the social, economic, and political trends of the world today.

BACHELOR OF ARTS DEGREE WITH A MAJOR IN POLITICAL SCIENCE

(Course Requirements)

English 105H or 101, 102 and 203, 204 or 205, 206 and one additional course	20 hours
Mathematics 106, 111, or 113H	5-10 hours
Modern Language (see Modern Language requirements, page 46)	20 hours
Science (Laboratory)	15 hours
History 101, 102, 202 or 301 or 302	15 hours
Philosophy 208	5 hours
General Psychology 201	5 hours
Political Science 201	5 hours
Basic Military Science or Physical Education	10 hours
POLITICAL SCIENCE MAJOR Consists of seven (7) upper-division courses above 201	
	35 hours
MINOR (chosen from fields listed on page 47)	20 hours
Electives	40 hours

A MINOR IN POLITICAL SCIENCE

A minor in political science consists of four or more upper-division courses approved by the Department of Social Sciences and the Dean.

Political science majors must take the Graduate Record Examination.

COURSES IN POLITICAL SCIENCE

201. AMERICAN GOVERNMENT. 5 hours

Fall, Winter, Spring and Summer Quarters.

An intensive examination of the Constitution and the three governmental divisions. Emphasis is given to the internal organization and actual work of the various departments of our national government. The course includes a study of the national government in its relation to the states.

301. AMERICAN POLITICAL PARTIES
AND PUBLIC OPINION. 5 hours

Spring Quarter 1968 and alternate years thereafter.

An examination of the development, organization, operation and nature of American political groups and their role in the political process. An emphasis is placed on voting behavior, party finances, pressure groups, public opinion and electoral administration.

303. INTERNATIONAL RELATIONS. 5 hours

Winter Quarter 1967 and alternate years thereafter.

An analysis of the basic forces which govern the behavior of nations in their relations with one another. This study of world power conflicts, diplomacy and international cooperation is designed to acquaint the student with the basic issues and areas of conflict among the nations-state of the contemporary world.

305. THE AMERICAN CONSTITUTIONAL SYSTEM. 5 hours

Fall Quarter 1968 and alternate years thereafter.

An examination of the development and nature of the American Constitutional system through Supreme Court cases defining the interrelationships of the executive, judicial, and legislative branches and the relationships of the states to the national government.

306. AMERICAN STATE AND LOCAL GOVERNMENT. 5 hours

Winter Quarter 1967 and alternate years thereafter.

An examination of the organization and functions of the state and its political subdivisions. Wherever possible the state government of Georgia will be studied for illustrative purposes.

307. POLITICAL GEOGRAPHY . 5 hours

Fall Quarter 1968 and alternate years thereafter.

A study of the relationship between man and his environment and the influence of geography on the political systems of the national states of the world.

308. GOVERNMENT AND POLITICS
LATIN AMERICA 5 hours

Spring Quarter 1967 and alternate years thereafter.

An analysis of the political institutions and political processes of the Latin-American nations.

310. AMERICAN POLITICAL THEORY. 5 hours

Fall Quarter 1967 and alternate years thereafter.

Prerequisite: Political Science 201 and Junior standing.

An analysis of the ideas underlying government and politics in the United States through a survey of American political thought from colonial times to the present.

401. COMPARATIVE GOVERNMENT:
MAJOR EUROPEAN POWERS. 5 hours

Winter Quarter 1968 and alternate years thereafter.

An examination of the governments of Great Britain, France, Germany, and Russia with some attention to the smaller European nations. The organization and present operation of these governments will be compared with that of the United States.

404. PUBLIC ADMINISTRATION. 5 hours

Spring Quarter 1967 and alternate years thereafter.

An analysis of the theory, basic principles and practices of public administration in the United States through a study of organization, management, budgeting, personnel, administrative leadership and the characteristics of modern bureaucracies.

- 410 (a, b, c). DIRECTED READINGS IN
POLITICAL SCIENCE. 2-3 quarter hours

This course is designed to provide an opportunity for independent study through directed readings in an area of the student's interest. Consent of the instructor. Offered on demand.

COURSES IN SOCIOLOGY

201. INTRODUCTION TO SOCIOLOGY. 5 hours

The student is introduced to the methods of human association; the nature of culture, custom, belief, institution, etc., and its role in the development of society.

202. CULTURAL ANTHROPOLOGY. 5 hours

A study of the cultural traits and patterns as revealed in human institutions. Cultural change, transmission, and diffusion will be considered. Some attention will be given to the origin of man and the races of mankind.

225. SOCIAL PROBLEMS. 5 hours

A study of both general and special problems considered in the social and cultural setting in which they occur. The emphasis is upon the people and their behavior.

301. URBAN SOCIOLOGY. 3 hours

A study of the modern city.

302. RACE AND MINORITY GROUPS. 3 hours

Patterns of domination and subordination; criteria for differential treatment; techniques of resistance to domination and methods of enforcing subordination. The social problems of discrimination.

303. POPULATION PROBLEMS. 3 hours

Population analysis, demographic theory, differentials, population policies, distribution of people.

316. THE FAMILY. 3 hours

The American family as a social institution.

320. CRIMINOLOGY. 5 hours

A study of the social factors related to criminal behavior; prisons, and treatment practices.

321. RESEARCH METHODS. 5 hours

Techniques of sociological research and writing.

401, 402, 403. SOCIOLOGICAL LITERATURE. 2 quarter hours each

These courses are designed to encourage independent work and class discussions. Book reviews will be required. Open to students with a high academic average who have reached their junior status and to seniors.

Requirements for the Minor

Sociology 201, 202, and one course in Sociological Literature. Twenty hours beyond Sociology 201.

COURSES IN PHILOSOPHY

208. INTRODUCTION TO PHILOSOPHY. 5 hours

Spring Quarter and other times as required.

A study of the fundamentals of philosophy, stressing the relation of philosophy to religion, art, literature, science, and other fields of knowledge. The purpose is to help the student to construct and refine his own interpretation of the world and life.



DEPARTMENT OF MILITARY SCIENCE

Mission

The mission of the Senior Division R.O.T.C. as established at North Georgia College is to produce junior officers who have the qualities and attributes essential to their progressive and continued development as officers in a component of the Army of the United States.

Military instruction also affords invaluable training for successful civilian life inculcating as it does the principles of neatness, mental alertness, loyalty, and confidence.

Graduation and the Commission

Each member of the R.O.T.C. who successfully completes the course of Military Science instruction, who receives a degree from North Georgia College, who has attained the required age of 18 years, and who is recommended by the Professor of Military Science as being physically, mentally, morally, and professionally qualified, is tendered a commission as a Second Lieutenant in the U.S. Army Reserve. If such a student is designated as a Distinguished Military Graduate, he is eligible to apply for a commission as Second Lieutenant in the Regular Army.

History Through the Years

At the close of World War I, Congress authorized qualified and interested colleges to establish units of Reserve Officers Training Corps, but since North Georgia College had been historically devoted to the ideals of military training, it found itself already in full accord with prevailing national thought.

At the end of World War II, the college again found its general program of educational and military training approved by the thoughts and plans of the nation's most forward-looking businessmen and statesmen.

The record at North Georgia College as a military college, in time of peace as in time of war, has been distinguished. During each consecutive year since 1928, the college has earned a position of high esteem among military colleges.

The conversion to a General Military Science curriculum was adopted in 1952. Now practically all institutions have adopted this program. The GMS program permits the students a greater diversity in selection of a branch of service in which they wish to serve.

Dress Parades/Reviews

Sunday afternoon parades are held during the Fall and Spring Quarters to afford an opportunity for relatives and friends to visit the campus and to glimpse interesting phases of routine college life and to become acquainted with the college faculty.

Allowances from Department of Army

All qualified students formally enrolled in the Basic-Course R.O.T.C. receive a monetary allowance yearly from the Department of the Army to defray partial cost of uniforms. Advanced-Course students accepted by the P.M.S. for government contract receive another and larger monetary allowance toward the cost of uniforms, plus approximately \$40 per month subsistence allowance. The allowances mentioned above are subject to annual revision by the Department of the Army.

Summer Camp

The R.O.T.C. Program includes a Summer Camp of six weeks conducted by the Department of the Army. This Camp is required attendance for Advanced-Course students on Contract status and is normally attended the summer following completion of their Junior year. The Camp emphasizes practical work in Tactics and Weapons. Transportation costs to and from home to camp and approximately \$4.00 a day pay are received by students while in attendance. Additionally, they are provided clothing, subsistences, and medical attention.

The United States Army Instructor Group

H. J. Ross, Jr., Lt. Col. Infantry, PMS; Mack W. Gwinn, Lt. Col. Artillery, Asst. PMS; Harry N. Ball, Major, Asst. PMS; William R. Barnes, Capt. Infantry, Asst. PMS; Philip T. Blanton, Capt. Infantry, Asst. PMS; Mrs. Kathryn Phillips, Secretary to the PMS; SFC Jack L. Fisher; S/Maj. Jack Pitt.

Description of ROTC Courses**General Military Science R.O.T.C. Program****FIRST YEAR—BASIC COURSE**

MILITARY SCIENCE 100, 101, 102 90 hours

a. **Organization of the Army and R.O.T.C.** 5 hours

This course is designed to give the student an understanding of the objectives of the ROTC program and Military training, stressing its benefits, potentialities, requirements and rewards. The course of instruction will include the history, development, and organization of the ROTC program, and the organization of the Infantry Division with emphasis on the organic Infantry subordinate units to include the duties and responsibilities of key personnel.

b. **Individual Weapons and Marksmanship.** 10 hours

A short introduction to Evolution of Firearms. Emphasis will be placed on the assembly and disassembly, mechanical functioning, care and maintenance, and methods of employment of U. S. rifle caliber .30, M1. Stresses preliminary marksmanship training to teach fundamentals of marksmanship, safety principles, and good shooting habits.

c. **U. S. Army and National Security.** 15 hours

A brief presentation of our National Defense policy, and worldwide commitments that require support of the Armed Forces. The mission and capabilities of the U. S. Army Reserve and National Guard; the mission, capabilities, and interdependence of the U. S. Air Force, the U. S. Navy, and the U. S. Army in comparison to the military forces of the world. The role of the U. S. Army in conceivable types of warfare with emphasis on the major problems of the United States Army.

d. **Appropriate Military Subjects.** 30 hours

A study of the responsibilities and basic qualities of a leader. A study of the organization, composition, and mission of basic military teams to include the rifle squad. The use of and application of combat formations, cover and concealment, patrolling and field formations. Indoctrination on the "Code of Conduct for Members of the Armed Forces of the United States." A basic indoctrination on chemical, biological, and radiological warfare to include protective measures, detection and survival.

- e. Leadership Laboratory. 30 hours

SECOND YEAR—BASIC COURSE

MILITARY SCIENCE 200, 201, 202 90 hours

- a. American Military History. 30 hours

A survey of American Military History from the origins of the American Army to the present with emphasis on the factors which led to organizational, tactical, logistical, operational, strategic, social, and similar patterns found in our present day Army. Emphasis is placed on the Principles of War as they affect the American Army campaigns and the leadership qualities displayed by the commanders. The course is introduced by a brief resume of the evolution of warfare from ancient to modern times.

- b. Map and Aerial Photograph Reading. 15 hours

A course designed to give students the complete story of Map and Aerial Photograph Reading for field use. Detailed instruction will include application of basic principles emphasizing terrain appreciation and evaluation; marginal information, military and topographic map symbols; methods of orientation and resection; military grid reference systems; and classes on aerial photography.

- c. Introduction to Operations and Basic Tactics. 15 hours

Organization, composition, and mission of basic military teams to include rifle squad, patrols, and small infantry-tank teams. Technique of fire of the rifle squad, landscape firing, combat formations, cover and concealment, patrolling (night and day), field fortifications, camouflage, and principles of offensive and defensive combat and their application to the basic military teams.

- d. Leadership Laboratory. 30 hours

THIRD YEAR—ADVANCED COURSE

MILITARY SCIENCE 300, 301, 302 150 hours

- a. Leadership 10 hours

A study of the responsibilities and basic qualities of a leader. This course combines theory and practical work in principles, traits, and techniques of leadership with emphasis on individual initiative.

b. Military Teaching Principles 20 hours

This course develops an understanding of the fundamentals of military instruction by studying educational psychology as pertains to the stages of instruction, techniques in planning and presentation, speech techniques, the use of training aids, and testing procedures. Students are evaluated upon a lesson prepared and presented.

c. Branches of the Army 30 hours

An introduction to the organization of the United States Army; the mission and field of responsibility of each branch with separate lessons on each branch emphasizing their interrelationship.

d. Small Unit Tactics and Communications 55 hours

The purpose of this instruction is to give the student a guide for basic individual and small unit tactics that is applicable to nuclear and nonnuclear warfare. The scope will encompass techniques of fire, field fortifications, patrolling, guerilla warfare, small unit communications, and tactics of the squad, platoon, and company.

e. Precamp Orientation 5 hours

f. Leadership Laboratory 30 hours

FOURTH YEAR—ADVANCED COURSE

MILITARY SCIENCE 400, 401, 402 150 hours

a. Command and Staff 10 hours

Introduction to the complexities of handling the operations of one of the Nation's largest enterprises. Defines the relationship between the commander and the duties of the various staff officers in assisting the commander in the performance of his mission.

b. Estimate of the Situation and Combat Orders 7 hours

Presentation of a time-proven method of evaluating a problem and weighing all factors according to their merit so as to arrive at the best possible solution. The course then presents a proven method of disseminating the orders necessary to place the leaders' decisions into effect so as to assure maximum support from all personnel.

c. Military Intelligence

8 hours

Study of the process by which information is procured, evaluated into Intelligence and utilized to assist in the accomplishment of the established goal. Covers Counter Intelligence which is the method used to deny the opposition the information they need to accomplish their goal.

d. Military Team

20 hours

This course of instruction is utilized to give the student experience in teaching, public speaking and research for information. The student is required to present a thirty-minute class on the way the elements of the armed forces work together to obtain a command objective.

e. Training Management

5 hours

Designed to give the student an understanding of the complexities and need for coordination, cooperation and preplanning necessary to instruct personnel in the complexities of their jobs and how to concentrate their skills into a team effort which will result in maximum success with minimum expenditure of manpower and equipment. Stresses that man is still the most important resource of the United States of America.

f. Logistics

20 hours

This block of instruction is composed of three phases: Troop Movement, Supply and Evacuation, and Motor Transportation.

(1) Troop Movement is designed to teach the student traffic management, how to construct time tables, avoid obstacles, and utilize properly available transportation so as to achieve maximum benefit from the means at hand.

(2) Supply and Evacuation delves into the complex problem of supporting an operation with the material requirements necessary to assure the success of the operation. It includes system of supply, procedures and techniques that have been perfected through years of research and experience. Evacuation concerns the movement of casualties to the area where they can best be treated and rehabilitated.

(3) Motor Transportation covers the problems of utilization and maintenance programs which assure

that when personnel and equipment require transportation, it is available in operating condition to support the mission. It stresses the importance of time involved rather than distance, which becomes less important as the capability to move at faster speeds is developed.

g. **Army Administration** 15 hours

Purpose of this instruction is to explain the importance of considering all personnel as individuals and considering the best man for the best assignment within the team. It covers personnel records, orders, publications and procedures that are established to insure the most efficient functioning of the nation's largest personnel operation.

h. **Military Justice** 15 hours

Introduction to Military Law as established by the United States Congress and the President of the United States. It covers applicable civil law as well as the Uniform Code of Military Justice which is the basis of all military law. Classes cover the articles, procedures, rights, jurisdiction and punishments authorized by and set forth by Executive Order 10214, 8 February 1951. Instruction is composed of theory and the study of the Articles, and is consummated by a Moot Court which is a practical exercise designed to allow the student to apply the knowledge he has procured during the early stages of his instruction.

i. **Role of the United States in World Affairs** 10 hours

A geopolitical study of the world concerned with the effect of economic, national, commercial and historical aspects that influence the actions of the nations of the world in their relationships with the other nations of the earth.

j. **Service Indoctrination** 10 hours

Designed to inform and prepare the student for his active duty service as an officer of the armed forces of the United States. It covers customs, courtesies and policies of the armed forces so as to assist the newly commissioned officer in his initial period of service and to alleviate through knowledge, the fears that arise about the unknown.

k. **Leadership Laboratory** 30 hours

GENERAL REGULATIONS GOVERNING WOMEN STUDENTS

The women students of the college are under the direction and supervision of the Dean of Women. Rules and regulations governing the women students are issued by the Dean of Women.

In cases of discipline of an unusually serious nature, the Dean of Women, the President of Lewis Hall, two faculty members who are members of the Committee on Discipline and the Dean of the College, who is chairman of the Committee, meet and take necessary action.

GENERAL REGULATIONS GOVERNING THE CORPS OF CADETS

The Corps of Cadets

The male students of the college are organized as a Corps of Cadets to which all belong, regardless of their individual eligibility to enter the federal organization known as the Reserve Officers Training Corps. Although some veterans and special classes of transfer students are excused from R.O.T.C. instruction, all are members of the Corps of Cadets and accept the general spirit and life of the Brigade.

The Cadet Corps is organized into a Brigade of two Battalions and a Band. The Brigade, as well as each Battalion, has a headquarters and staff; each Battalion has three or four lettered rifle companies.

The general supervision of discipline within the Corps of Cadets is the responsibility of the Commandant. He and his staff apply regulations approved by the faculty and are empowered to refer serious cases to a standing faculty committee for final action. The faculty committee may request the withdrawal from college of a student whose spirit, influence, conduct, or scholarship is not satisfactory, even though no specific charge is preferred.

The Commandant's Department keeps the records of conduct, which become the basis of citation, promotion, demotion, curtailment of privileges, or of dismissal.

Government of the Cadets

The cadet system of control is essentially a specialized system of student government. At North Georgia, therefore, the conduct of the male students is controlled largely through the

cadet officers and non-commissioned officers. In the discharge of this responsibility, the officers are fully supported by the faculty at large. These student officers thus enjoy an outstanding opportunity for the development of tact, initiative, leadership, fairness, and honor to a very unusual degree.

It is the duty of the cadet officers and non-commissioned officers to enforce college regulations, report violations of same, supervise formations, call the rolls, report absences, and be responsible for the care of all rooms to which cadets are assigned.

Selection of Cadet Officers

In selecting cadet officers for the Corps of Cadets, consideration is given not only to military knowledge and leadership potential but also to academic standing (minimum requirement, C average). Since cadet officers are selected from First Classmen, the military records compiled at summer R.O.T.C. camp prior to the senior year greatly influence the selections for the key positions within the Brigade. Once appointed, the cadet officer assumes a responsibility commensurate with his rank, and through his devotion to duty and loyalty to the Corps, prepares himself for either civilian or military life.

The Department of the Army each year authorizes the selection of one-third of the appointed cadet officers to be designated as Distinguished Military Students (DMS). Those cadets chosen must be in the upper third of their military class and in the upper half of their class academically. The cadet officer so selected is normally graduated as a Distinguished Military Graduate and tendered a Regular Army Commission.

Because of their military experience and training, prior servicemen are encouraged to qualify for leadership positions in the Cadet Corps.

General Regulations

Detailed regulations governing cadet life are explained in the Cadet Handbook which is available to all cadets. However, the following general policies have been found from year to year to be advisable and necessary:

(1) For absences, other than General Leave, which involve normal college duties and formations, permission must be obtained from the Commandant's Office.

(2) Firearms, other than rifles issued to cadets, explosives of any kind, gasoline or gasoline mixtures will not be allowed in the living areas.

(3) Possession or use of intoxicants is prohibited.

(4) Gambling in any form or games of chance are prohibited.

(5) Members of the Senior and Junior Classes and day students are the only students authorized to have motor vehicles at the college. Motor vehicles of all types must be registered with the Commandant of Cadets and will remain under his direct control.

(6) Any cadet wishing part-time off-campus employment must have such employment approved by the Commandant.

(7) Punishment shall consist of denial of privileges, extra duty, reduction of officers to ranks, restriction to limits, arrest, suspension, and dismissal. As restrictions and arrests are questions of honor, violations of the same are punishable by dismissal.

(8) UNFAILING RESPECT FOR ORDER, MORALITY, PERSONAL HONOR, AND THE RIGHTS OF OTHERS is due the Corps by each cadet.

(9) Although cadet life is largely governed by a military schedule, cadet officers of every rank, as well as the cadets themselves, are subject also to the broader regulations of the college and each heartily cooperates with the members of the academic staff, the Dean of the College, the Dean of Women, the Commandant of Cadets, and the Social Committee in carrying out academic and social policies.

Hazing

Hazing, personal indignities, any form of so-called initiation of freshmen, the exercise of unauthorized authority by one cadet over another, and the exaction of any form of service of a new cadet by an old one are prohibited. Each cadet, however, is held strictly responsible to attention to duty, courtesy to his cadet officers and non-commissioned officers, and for the carrying out of all legitimate military orders; but cadet officers, non-commissioned officers, and upperclassmen in general, whether as individuals or groups, are not authorized to punish offenders or those who may be delinquent in company or general military duties by any form of intimidation, personal indignity, fagging, the exercise of unwarranted authority, or any kind of physical force.

Regents

University System of Georgia

244 Washington Street, S.W.—Fourth Floor, Atlanta, Ga.

District	Regent	Address
State at Large	CHARLES A. SMITHGALL (January 10, 1966 - January 1, 1967)	Gainesville
State at Large	JACK ADAIR (January 13, 1965 - January 1, 1971)	Atlanta
State at Large	ROY V. HARRIS (February 19, 1960 - January 1, 1967)	Augusta
State at Large	JOHN A. BELL, JR. (January 1, 1963 - January 1, 1970)	Dublin
State at Large	CAREY WILLIAMS (January 1, 1962 - January 1, 1969)	Greensboro
First	ANTON F. SOLMS, JR. (January 1, 1962 - January 1, 1969)	Savannah
Second	JOHN I. SPOONER (January 1, 1961 - January 1, 1968)	Donalsonville
Third	T. HIRAM STANLEY (January 13, 1965 - January 1, 1972)	Columbus
Fourth	H. G. PATTILLO (February 5, 1965 - January 1, 1970)	Decatur
Fifth	JESSE DRAPER (January 1, 1961 - January 1, 1968)	Atlanta
Sixth	JAMES C. OWEN, JR. (February 5, 1965 - January 1, 1971)	Griffin
Seventh	JAMES V. CARMICHAEL (January 19, 1966 - January 1, 1973)	Atlanta
Eighth	JOHN W. LANGDALE (January 13, 1964 - January 1, 1971)	Valdosta
Ninth	JAMES A. DUNLAP (January 10, 1966 - January 1, 1973)	Gainesville
Tenth	G. L. DICKENS, JR. (February 5, 1965 - January 1, 1972)	Milledgeville

OFFICERS OF THE BOARD OF REGENTS

Chairman	James A. Dunlap
Vice Chairman	John W. Langdale
Chancellor	George L. Simpson, Jr.
Vice Chancellor	Fred C. Davison
Vice Chancellor for Research	M. J. Goglia
Executive Secretary	Henry L. Neal
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Dir., Plant & Business Operations	J. H. Dewberry
Dir., Testing and Guidance	John R. Hills
Coordinator of Junior Colleges	Harry S. Downs

Officers of Administration

Merritt E. Hoag, President, B.S., M.Ed., L.L.D.

Hugh I. Shott, II, Dean, A.B., B.S., M.A., Ph.D.

Jack K. Norris, Col., USA (Ret.), Commandant, B.S., M.A.

Charles M. Yager, Registrar and Director of Admissions, B.S., M.Ed.

William D. Bellamy, Director of Guidance, A.B., M.R.E., M.S., Ph.D.

Bill B. Woody, Director of Public Relations, B.S., M.S.

H. H. Gilbert, Jr., Comptroller, B.C.S.

Alice Donovan, Dean of Women, B.S.H.E.

Faculty

Meetings of the faculty are held at least once each quarter.

GEORGE T. ANDERSON (1966) *Assistant Professor of Psychology*
A.B., LaGrange College; M.S., Ph.D., University of Georgia.

HARRY N. BALL, Major (1966) *Assistant Professor of Military Science*
B.S., East Tennessee State College.

WILLIAM R. BARNES, Captain, Signal Corps (1965) . . .
Assistant Professor of Military Science
B.S., North Carolina State College.

ROBERT H. BELCHER (1942) *Associate Professor of Chemistry*
B.S., Georgia State College for Men; M.S., University of North Carolina; further study, University of North Carolina and University of Wisconsin.

BIRDIE E. BELL (1966) *Assistant Professor of Physical Education*
B.S., Alabama College; M.Ed., University of Arizona.

WILLIAM D. BELLAMY (1964) *Associate Professor of Psychology*
A.B., Bob Jones University; M.R.E., New Orleans Baptist Theological Seminary; M.S., Ph.D., University of Southern Mississippi.

ALLAN S. BICKLEY (1962) *Assistant Professor of Physical Education*
B.S.Ed., M.Ed., University of Georgia.

PHILIP T. BLANTON, Captain, Infantry (1964) . . .
Assistant Professor of Military Science
B.S., U. S. Military Academy.

W. DESMOND BOOTH (1933) *Associate Professor of English*
B.S., Georgia State College for Men; M.A., Emory University; further study, University of North Carolina, University of Michigan, and University of Denver.

MARIAN P. BOUFFARD (1950) *Associate Professor of Education*
A.B., Florida State University; M.A., Peabody College; further study, University of Georgia, Ohio State University, and Washington State University.

- DOROTHY L. BROCK (1966) *Assistant Professor of Biology*
A.B., Tift College; M.S., Oregon State University.
- DOROTHY BROWN (1949) *Associate Professor of English*
A.B., M.A., University of Alabama; Ph.D., University of Colorado;
further study, Columbia University.
- JEWELL G. BRYSON (1957) *Associate Professor of*
Business Administration
B.S., East Tennessee State College; M.S., Ed. D., University of
Tennessee.
- *MAC A. CALLAHAM (1963) *Assistant Professor of Biology*
B.S., University of Georgia; M.A., Ed.S., Peabody College; further
study, University of Oregon and University of Georgia.
- WALTER J. CARPENTER (1951) *Associate Professor of Mathematics*
B.S., Western Carolina College; M.A., University of North Caro-
lina; further study, University of North Carolina, University of
Georgia, and Vanderbilt University.
- HOLLIS L. CATE (1964) *Professor of English*
A.B., Presbyterian College; M.Ed., Ph.D., University of Georgia.
- ROBERT C. COOLEY (1963) *Assistant Professor of Social Science*
A.B., Georgetown College; M.A., University of Alabama; further
study, University of Texas and University of Alabama.
- THOMAS C. DAVIS (1964) *Associate Professor of Chemistry*
B.S., North Georgia College; Ph.D., Florida State University; fur-
ther study, National Science Foundation Summer Institute at Emory
University.
- ELIZABETH DITANO (1964) *Associate Professor of*
Home Economics
B.S., Florida State University; M.A., Auburn University; further
study, University of Arkansas, University of Tennessee, Ohio State
University, and Florida State University.
- BARBARA DOUB (1966) *Instructor in Physical Education*
B.S., M.A., Appalachian State College.
- SARAH W. DREW (1957) *Assistant Professor of Social Science*
A.B., Tift College; M.S.Ed., Indiana University; further study
Columbia University and University of Colorado.
- ALLEN R. ELLINGTON (1964) *Assistant Professor of*
Business Administration
B.S., M.A., Appalachian State College; further study, Appalachian
State College.
- GABRIEL H. ENGERRAND (1947) *Professor of Modern Languages*
A.B., Texas Technological College; M.A., Ph.D., State University
of Iowa; further study, University of Indiana.

*On Leave, 1966-67

- LORIMER B. FREEMAN (1933) *Associate Professor of Business Administration*
B.S.C., M.S.C., University of Georgia; further study, Northwestern University, Harvard University, and New York University.
- SHERRY FULLER (1965) *Instructor in English*
A.B., University of Mississippi; M.A., University of Georgia.
- MACK W. GWINN, Lieutenant Colonel, Artillery (1964) . . .
Assistant Professor of Military Science
B.S., Ohio State University.
- LYMAN L. HAMMOND (1966) *Assistant Professor of Music*
B.M., M.M.Ed., Florida State University; further study, Florida State University.
- SUSIE M. HARRIS (1945) *Head Librarian*
A.B., Piedmont College; B.S. in L.S., M.S. in L.S., Peabody College.
- ORVIL R. HAUSE (1950) *Assistant Professor of Physical Education*
B.S., M.A., University of Alabama; further study, University of Alabama and Peabody College.
- BETTYE R. HERRIN (1966) *Assistant Librarian*
B.S.L.S., University of Southern Mississippi.
- MARY E. HOOD (1947) *Assistant Librarian*
A.B., Piedmont College; B.S. in L.S., M.A. in L.S., Peabody College.
- JAMES C. KIDD (1953) *Associate Professor of Social Science*
A.B., Erskine College; M.A., University of South Carolina; further study, University of South Carolina, University of Georgia, and Tulane University.
- DONALD E. KINKAID (1965) *Assistant Professor of Physics*
B.S., M.S., Clemson University; further study, Clemson University.
- PETRO KLUK (1965) *Instructor in Modern Languages*
A.B., Ukrainian Free University; M.A., University of Madrid.
- GUY V. LAIL (1960) *Assistant Professor of English*
B.S., M.A., Appalachian State College; further study, Appalachian State College.
- WILLIE H. LANKFORD (1966) *Assistant Professor of Business Administration*
A.B., M.A., University of Georgia; further study, University of Georgia.
- CLAUDE V. LEFFINGWELL (1961) *Assistant Professor of Mathematics*
A.B., University of Tampa; M.A., Appalachian State College; further study, San Diego State College.
- WILLIAM G. LEGER (1964) *Professor of Social Science*
B.S., Union College; M.A., Ph.D., University of Kentucky.
- EVA McGAHEE (1965) *Instructor in Home Economics*
B.S.H.E., Berry College; M.Ed., University of Georgia; further study, University of Iowa.

- JASPER I. MALOY, JR. (1954) *Assistant Professor of Business Administration*
B.A., Henderson State Teachers College; M.B.A., University of Georgia; further study, University of Georgia and University of Alabama.
- ULYSSES G. MATHERLY (1953) *Associate Professor of Physical Education*
B.S., Wittenberg College; M.P.H., University of Florida; further study, Columbia University and University of North Carolina.
- HARRY G. MOORE (1963) *Assistant Professor of Mathematics*
B.S., United States Naval Academy; M.A., Duke University.
- RICHARD M. NEGLEY (1957) *Assistant Professor of Mathematics*
B.S., Western Illinois State College; M.S., Florida State University; M.S., University of Illinois.
- NEWTON OAKES (1941) *Professor of Business Administration*
B.S., M.A., University of Kentucky; further study, University of Kentucky and Ohio State University.
- GUY W. OLIVER (1964) *Assistant Professor of Modern Languages*
B.A., B.D., University of Manchester; further study, Hebrew Union College.
- ROBERT L. OWENS (1965) *Instructor in Art*
B.F.A., M.F.A., University of Georgia.
- EWELL G. PIGG (1942) *Associate Professor of Physics*
B.S., Central Missouri Teachers College; M.A., Peabody College; further study, University of Colorado, Pennsylvania State College, and University of Kansas.
- RAY C. RENSI (1966) *Assistant Professor of Social Science*
A.B., Milligan College; M.A., East Tennessee University; further study, University of Georgia.
- WILLIAM P. ROBERTS (1949) *Associate Professor of Social Science*
A.B., Emory University; M.A., Ph.D., University of North Carolina; further study, Tunghai University.
- HEZEKIA J. ROSS, JR., Lieutenant Colonel, Infantry (1964) . . .
Professor of Military Science
B.S., Clemson University.
- WILLIAM G. ROUGHEAD (1966) *Associate Professor of Mathematics*
B.S., M.S.Ed., Illinois State University; M.A., University of Illinois; Ph.D., Florida State University.
- BEN W. SANDERS (1950) *Associate Professor of Biology*
B.S., University of Mississippi; M.S., University of Alabama; further study, University of Alabama and Florida State University.
- HUGH I. SHOTT II (1966) *Professor of English*
A.B., West Virginia University; B.S., Concord College; M.A., University of Virginia; Ph.D., University of Denver.

- JOHN C. SIMMS (1937) *Professor of Chemistry*
B.S., Millsaps College; M.S., Vanderbilt University; Ph.D., Western Reserve University; further study, University of North Carolina, Oak Ridge Institute of Nuclear Studies, and New York City College.
- JOHN T. SIMPSON, JR. (1953) *Associate Professor of English*
B.S., Mississippi State College; M.A., Peabody College; further study, Peabody College and Columbia University.
- FRANK M. SMITH (1955) *Associate Professor of Social Science*
A.B., University of Georgia; M.A., University of North Carolina; further study, University of North Carolina, Duke University, and Mexico City College.
- ORBY SOUTHARD (1947) *Professor of Education*
B.S., Arkansas State Teachers College; M.S., University of Arkansas; Ph.D., University of Pittsburgh.
- LARRY M. STEARNS (1965) *Instructor in Biology*
B.S., Maryville College; M.S., University of Tennessee.
- RICHARD P. TROGDON (1963) *Professor of Biology*
B.S., M.S., University of Florida; Ph.D., University of Tennessee.
- JOHN J. VAN NOPPEN IV (1966) *Instructor in English*
A.B., University of North Carolina; M.A., Appalachian State College.
- MARION C. WICHT (1950) *Professor of Mathematics*
B.S., Mississippi Southern College; M.A., Vanderbilt University; Ph.D., Alabama Polytechnic Institute.
- CHARLES M. YAGER (1941) *Professor of Physics*
B.S. in M.E., University of Maryland; M.Ed., Duke University; further study, University of Wisconsin, Oak Ridge Institute of Nuclear Studies, Manhattan College, and Southern Methodist University.

Staff

Robert Conner	Assistant Manager, Student Canteen
Bertha Crane	Secretary, Registrar's Office
Estelle David	Secretary to the President
Valentine Dobbs	Library Secretary
Faye Dollar	Secretary to the Registrar
Jessie Duncan	Associate Dean of Women
Marian Edge	Faculty Secretary
Betty Garrett	Secretary, Registrar's Office
Carolyn Gartrell	Library Cataloguing Assistant
Doris Grizzle	Secretary, Guidance Office
Joyce Grizzle	Secretary to the Comptroller
Margie Higgins	Faculty Secretary
Shirley Langdon	Secretary to the Dean
Evilene Lunsford	Cashier
Linda McDaniel	Secretary to the Assistant Comptroller
Ella Ray Oakes	Assistant Registrar
J. W. Phillips	Assistant Comptroller
Fannie Bell Ragan	Audio-visual Assistant
Robert Ragan	Manager, Student Canteen
Margaret Sanders, R.N.	Nurse
John L. Smith	Director of Student Aid
Emory L. Stephens	Accountant
Virginia Stowers	Secretary to the Commandant
Hazel B. Tyree	Assistant Dietitian
Anne Watson	Dietitian
J. G. Woodward, M.D.	Medical Officer
Sara M. Wright, R.N.	Nurse

OFFICERS AND COMMITTEES

OF

THE FACULTY

The President and Dean are ex officio members of all committees.
The member first named is chairman.

OFFICERS

Merritt E. Hoag, Chairman
Hugh I. Shott, Vice Chairman
Newton Oakes, Secretary

COMMITTEES

Academic Activities.....	Shott, Anderson, Bellamy, Cate, Ditano, Engerrand, Leger, Matherly, Norris, N. Oakes, Pigg, Ross, Simms, Southard, Trogon, Wicht, Yager.
Admissions.....	Yager, Bellamy, Bouffard, Davis, Freeman, Lail, Woody.
Advanced Standing.....	Shott, Carpenter, Cate, Drew, Simms, Wicht, Yager.
Athletics.....	Matherly, Belcher, Bell, Bickley, Hause, Negley.
Discipline.....	Shott, Kidd, Moore, Yager.
Guidance.....	Bellamy, Anderson, Bryson, Davis, Donovan, McGahee.
Health.....	Gilbert, Donovan, Matherly, Norris, Woodward, Wright.
Library.....	Harris, Brown, Cooley, Hood, Oliver, Roberts.
Military.....	Norris, Gilbert, Moore, Ross, Shott.
Publications.....	Booth, Brown, Cate, Gilbert, Kidd, Lail, Roberts, Woody.
Registration.....	Yager, Bellamy, Ellington, Leffingwell, Malloy, E. Oakes, F. Smith.
Spiritual Life.....	Simpson, Bellamy, Kinkaid, McGahee, Trogon.
Student Activities and Organizations.....	N. Oakes, Booth, Bouffard, Davis, Norris.
Student Aid.....	Gilbert, Bellamy, Donovan, Norris, N. Oakes, Shott, J. Smith.
Teacher Education.....	Southard, Bellamy, Bouffard, Carpenter, Cate, Pigg.

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